

RESOLUTION NO. 17-025
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

BERKELEY FEDERATION OF TEACHERS (BFT)

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (5) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by five percent of the current monthly employer contribution for employees, until such time as the amounts are equal; and
- WHEREAS, (6) **Berkeley Unified School District** desires to obtain for its employees and annuitants who are members of the **Berkeley Federation of Teachers (BFT)** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** elects to be subject to the provisions of the Act; and be it further
- RESOLVED, (b) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, and be it further
- RESOLVED, (c) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **\$1.00** per month, and be it further
- RESOLVED, (d) That the employer contribution for each annuitant shall be increased annually by

five percent of the monthly contribution for employees, multiplied by the number of years the contracting agency has been subject to the Act, until such time as the contributions are equal;

And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

- RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further
- RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Berkeley, CA , this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency for the purpose of electing to be subject to Public Employees' Medical and Hospital Care Act (PEMHCA) and to fix the monthly employer health contribution for employees and annuitants in accordance with Government Code Section 22892.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

WHEREAS, (6) should be completed with full name of the contracting agency and recognized employee organization.

RESOLVED, (a) should be completed with full name of the contracting agency.

RESOLVED, (b) should be completed to specify the amount of the employer contribution toward the cost of enrollment for active employees. The amount specified must be an amount equal to or greater than that prescribed by Section 22892(b).

Commencing January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar.

RESOLVED, (c) should be completed to specify the amount of the employer contribution toward the cost of enrollment for annuitants. The amount specified must be at least \$1.00. This contribution will increase annually as prescribed by Section 22892(c).

RESOLVED, (d) should be completed to specify the percentage factor of the annual increase to the employer contribution for annuitant, but cannot be less than 5%. The employer contribution for annuitants will be calculated as the employer contribution for active employees multiplied by this percentage factor, multiplied by years of employer's participation in PEMHCA, to be effective with the January coverage each year.

RESOLVED, (e) should be completed with full name of the contracting agency.

RESOLVED, (f) should be completed with full name of the contracting agency.

RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (g) should be completed with full name of the contracting agency.

RESOLVED, (h) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-028
ELECTING TO BE SUBJECT TO SECTION 22807 FOR LESS THAN HALF-TIME EMPLOYEES
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

BERKELEY FEDERATION OF TEACHERS (BFT)

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22807 permits a contracting agency subject to the Act to provide benefits to its less than half-time employees, upon proper application; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** desires to obtain for members of the **Berkeley Federation of Teachers (BFT)** the benefit of Section 22807 and accepts the liabilities and obligations of a contracting agency under the Section; and be it further
- RESOLVED, (b) **Berkeley Unified School District** elects to be subject to the provisions of Section 22807 of the Government Code; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act.
- RESOLVED, (e) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education
at 1231 Addison Street, Berkeley, CA, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide health benefit coverage for less than half-time employees and annuitants as authorized by Section 22807 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

- WHEREAS, (2) should be completed with full name of the contracting agency.
- RESOLVED, (a) should be completed with full name of the contracting agency and recognized employee organization.
- RESOLVED, (b) should be completed with full name of the contracting agency.
- RESOLVED, (c) should be completed with full name of the contracting agency.
- RESOLVED, (d) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.
- RESOLVED, (d) should be completed with full name of the contracting agency.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-032
ELECTING TO BE SUBJECT TO SECTION 22895
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR FUTURE ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

BERKELEY FEDERATION OF TEACHERS (BFT)
(BFT VESTING 100%)

- WHEREAS, (1) Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency under Government Code Section 22920 and subject to the Act for participation by members of the **Berkeley Federation of Teachers (BFT)**; and
- WHEREAS, (3) **Berkeley Unified School District** certifies, employees are represented by a bargaining unit and there is an applicable memorandum of understanding; and
- WHEREAS, (4) The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and
- WHEREAS, (5) The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it
- RESOLVED, (a) That employees **retired on or after January 1, 2017** shall be subject to the requirements defined in this vesting resolution; and be it further
- RESOLVED, (b) That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (c) Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **40** years of credited service with **Berkeley Unified School District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **Berkeley Unified School District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 40 years	0%
40 years	100%

and be it further

- RESOLVED, (d) In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability must meet the credited years of service requirement set forth in RESOLVED (c); and be it further
- RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further.
- RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Street, Berkeley, Ca, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide a post retirement vesting requirement to future annuitants as authorized by Section 22895 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency and recognized employee organization.

WHEREAS, (3) (choose the appropriate paragraph)

WHEREAS, (3) should be completed with full name of the contracting agency.

RESOLVED, (a) (choose the appropriate paragraph)

RESOLVED, (a) should be completed with the vesting basis date defining which employees are subject to this vesting resolution (ex. "Hired on or after January 1, 2015" or "Retired on or after July 1, 2015").

RESOLVED, (b) should be completed to specify the amount of the employer contribution for fully vested annuitants under this vesting resolution. The amount specified must be equal to or greater than the amount prescribed by Section 22892(b).

RESOLVED, (c) should be completed to specify the credited years of service required for any post-retirement employer contributions, and to define the percentage of employer contribution payable for credited years of service.

RESOLVED, (d) (choose the appropriate paragraph)

RESOLVED, (e) should be completed with full name of the contracting agency.

RESOLVED, (f) should be completed with full name of the contracting agency.

RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (g) should be completed with full name of the contracting agency.

RESOLVED, (h) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System

Regular Mail

California Public Employees' Retirement System

Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-027
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

CERTIFICATED MANAGEMENT

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (5) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by five percent of the current monthly employer contribution for employees, until such time as the amounts are equal; and
- WHEREAS, (6) **Berkeley Unified School District** desires to obtain for its employees and annuitants who are members of the **Certificated Management** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** elects to be subject to the provisions of the Act; and be it further
- RESOLVED, (b) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, and be it further
- RESOLVED, (c) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **\$1.00** per month, and be it further
- RESOLVED, (d) That the employer contribution for each annuitant shall be increased annually by

five percent of the monthly contribution for employees, multiplied by the number of years the contracting agency has been subject to the Act, until such time as the contributions are equal;

And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further

RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Street, Berkeley, CA, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency for the purpose of electing to be subject to Public Employees' Medical and Hospital Care Act (PEMHCA) and to fix the monthly employer health contribution for employees and annuitants in accordance with Government Code Section 22892.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

WHEREAS, (6) should be completed with full name of the contracting agency and recognized employee organization.

RESOLVED, (a) should be completed with full name of the contracting agency.

RESOLVED, (b) should be completed to specify the amount of the employer contribution toward the cost of enrollment for active employees. The amount specified must be an amount equal to or greater than that prescribed by Section 22892(b).

Commencing January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar.

RESOLVED, (c) should be completed to specify the amount of the employer contribution toward the cost of enrollment for annuitants. The amount specified must be at least \$1.00. This contribution will increase annually as prescribed by Section 22892(c).

RESOLVED, (d) should be completed to specify the percentage factor of the annual increase to the employer contribution for annuitant, but cannot be less than 5%. The employer contribution for annuitants will be calculated as the employer contribution for active employees multiplied by this percentage factor, multiplied by years of employer's participation in PEMHCA, to be effective with the January coverage each year.

RESOLVED, (e) should be completed with full name of the contracting agency.

RESOLVED, (f) should be completed with full name of the contracting agency.

RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (g) should be completed with full name of the contracting agency.

RESOLVED, (h) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-030
ELECTING TO BE SUBJECT TO SECTION 22807 FOR LESS THAN HALF-TIME EMPLOYEES
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

CERTIFICATED MANAGEMENT

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22807 permits a contracting agency subject to the Act to provide benefits to its less than half-time employees, upon proper application; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** desires to obtain for members of the **Certificated Management** the benefit of Section 22807 and accepts the liabilities and obligations of a contracting agency under the Section; and be it further
- RESOLVED, (b) **Berkeley Unified School District** elects to be subject to the provisions of Section 22807 of the Government Code; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act.
- RESOLVED, (e) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education
at 1231 Addison Street, Berkeley, CA, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide health benefit coverage for less than half-time employees and annuitants as authorized by Section 22807 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

RESOLVED, (a) should be completed with full name of the contracting agency and recognized employee organization.

RESOLVED, (b) should be completed with full name of the contracting agency.

RESOLVED, (c) should be completed with full name of the contracting agency.

RESOLVED, (d) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (d) should be completed with full name of the contracting agency.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

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Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-031
ELECTING TO BE SUBJECT TO SECTION 22895
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR FUTURE ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

CERTIFICATED MANAGEMENT
(CERT MGMT VESTING 100%)

- WHEREAS, (1) Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency under Government Code Section 22920 and subject to the Act for participation by members of the **Certificated Management**; and
- WHEREAS, (3) **Berkeley Unified School District** certifies, employees are not represented by a bargaining unit and there is no applicable memorandum of understanding; and
- WHEREAS, (4) The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and
- WHEREAS, (5) The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it
- RESOLVED, (a) That employees **retired on or after January 1, 2017** shall be subject to the requirements defined in this vesting resolution; and be it further
- RESOLVED, (b) That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (c) Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **40** years of credited service with **Berkeley Unified School District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **Berkeley Unified School District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 40 years	0%
40 years	100%

and be it further

- RESOLVED, (d) In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability must meet the credited years of service requirement set forth in RESOLVED (c); and be it further
- RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees' Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further.
- RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Street, Berkley, CA , this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide a post retirement vesting requirement to future annuitants as authorized by Section 22895 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

- WHEREAS, (2) should be completed with full name of the contracting agency and recognized employee organization.
- WHEREAS, (3) (choose the appropriate paragraph)
- WHEREAS, (3) should be completed with full name of the contracting agency.
- RESOLVED, (a) (choose the appropriate paragraph)
- RESOLVED, (a) should be completed with the vesting basis date defining which employees are subject to this vesting resolution (ex. "Hired on or after January 1, 2015" or "Retired on or after July 1, 2015").
- RESOLVED, (b) should be completed to specify the amount of the employer contribution for fully vested annuitants under this vesting resolution. The amount specified must be equal to or greater than the amount prescribed by Section 22892(b).
- RESOLVED, (c) should be completed to specify the credited years of service required for any post-retirement employer contributions, and to define the percentage of employer contribution payable for credited years of service.
- RESOLVED, (d) (choose the appropriate paragraph)
- RESOLVED, (e) should be completed with full name of the contracting agency.
- RESOLVED, (f) should be completed with full name of the contracting agency.
- RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.
- RESOLVED, (g) should be completed with full name of the contracting agency.
- RESOLVED, (h) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System

Regular Mail

California Public Employees' Retirement System

Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-026
ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

UNION OF BERKELEY ADMINISTRATORS (UBA)

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (4) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- WHEREAS, (5) Government Code Section 22892(c) provides that, notwithstanding Section 22892(b), a contracting agency may establish a lesser monthly employer contribution for annuitants than for employees, provided that the monthly employer contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by five percent of the current monthly employer contribution for employees, until such time as the amounts are equal; and
- WHEREAS, (6) **Berkeley Unified School District** desires to obtain for its employees and annuitants who are members of the **Union of Berkeley Administrators (UBA)** the benefit of the Act and to accept the liabilities and obligations of an employer under the Act; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** elects to be subject to the provisions of the Act; and be it further
- RESOLVED, (b) That the employer contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, and be it further
- RESOLVED, (c) That the employer contribution for each annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **\$1.00** per month, and be it further
- RESOLVED, (d) That the employer contribution for each annuitant shall be increased annually by

five percent of the monthly contribution for employees, multiplied by the number of years the contracting agency has been subject to the Act, until such time as the contributions are equal;

And that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

- RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further
- RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Street, Berkeley, CA , this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency for the purpose of electing to be subject to Public Employees' Medical and Hospital Care Act (PEMHCA) and to fix the monthly employer health contribution for employees and annuitants in accordance with Government Code Section 22892.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

WHEREAS, (6) should be completed with full name of the contracting agency and recognized employee organization.

RESOLVED, (a) should be completed with full name of the contracting agency.

RESOLVED, (b) should be completed to specify the amount of the employer contribution toward the cost of enrollment for active employees. The amount specified must be an amount equal to or greater than that prescribed by Section 22892(b).

Commencing January 1, 2009, the employer contribution shall be adjusted annually by the Board to reflect any change in the medical component of the Consumer Price Index, and shall be rounded to the nearest dollar.

RESOLVED, (c) should be completed to specify the amount of the employer contribution toward the cost of enrollment for annuitants. The amount specified must be at least \$1.00. This contribution will increase annually as prescribed by Section 22892(c).

RESOLVED, (d) should be completed to specify the percentage factor of the annual increase to the employer contribution for annuitant, but cannot be less than 5%. The employer contribution for annuitants will be calculated as the employer contribution for active employees multiplied by this percentage factor, multiplied by years of employer's participation in PEMHCA, to be effective with the January coverage each year.

RESOLVED, (e) should be completed with full name of the contracting agency.

RESOLVED, (f) should be completed with full name of the contracting agency.

RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (g) should be completed with full name of the contracting agency.

RESOLVED, (h) should be completed with the date the coverage is to become effective.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-029
ELECTING TO BE SUBJECT TO SECTION 22807 FOR LESS THAN HALF-TIME EMPLOYEES
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

UNION OF BERKELEY ADMINISTRATORS (UBA)

- WHEREAS, (1) A contracting agency meeting the eligibility requirements set forth in Government Code Section 22920, may obtain health benefit plan(s), as defined under Government Code Section 22777, by submitting a resolution to the Board of Administration of the California Public Employees' Retirement System (the "Board"), and upon approval of such resolution by the Board, become subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency eligible to be subject to the Act under Government Code Section 22920; and
- WHEREAS, (3) Government Code Section 22807 permits a contracting agency subject to the Act to provide benefits to its less than half-time employees, upon proper application; now, therefore, be it
- RESOLVED, (a) **Berkeley Unified School District** desires to obtain for members of the **Union of Berkeley Administrators (UBA)** the benefit of Section 22807 and accepts the liabilities and obligations of a contracting agency under the Section; and be it further
- RESOLVED, (b) **Berkeley Unified School District** elects to be subject to the provisions of Section 22807 of the Government Code; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act.
- RESOLVED, (e) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education
at 1231 Addison Street, Berkeley, CA, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide health benefit coverage for less than half-time employees and annuitants as authorized by Section 22807 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

WHEREAS, (2) should be completed with full name of the contracting agency.

RESOLVED, (a) should be completed with full name of the contracting agency and recognized employee organization.

RESOLVED, (b) should be completed with full name of the contracting agency.

RESOLVED, (c) should be completed with full name of the contracting agency.

RESOLVED, (d) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.

RESOLVED, (d) should be completed with full name of the contracting agency.

Because resolutions serve as a legally binding document, we require the original resolution, certified copy with original signatures, or a copy of the resolution with the agency's raised seal.

For resolution processing, deliver to the following:

Overnight Mail Service

California Public Employees' Retirement System
Health Contracts Unit, EAMD
400 Q Street
Sacramento, CA 95811

Regular Mail

California Public Employees' Retirement System
Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.

RESOLUTION NO. 17-033
ELECTING TO BE SUBJECT TO SECTION 22895
TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR FUTURE ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

UNION OF BERKELEY ADMINISTRATORS (UBA)
(UBA VESTING 100%)

- WHEREAS, (1) Government Code Section 22895 provides that a contracting agency subject to the Public Employees' Medical and Hospital Care Act (the "Act") may file a resolution with the Board of the California Public Employees' Retirement System to provide a postretirement health benefits vesting requirement to employees who retire for service in accordance with Government Code Section 22895; and
- WHEREAS, (2) **Berkeley Unified School District** is a contracting agency under Government Code Section 22920 and subject to the Act for participation by members of the **Union of Berkeley Administrators (UBA)**; and
- WHEREAS, (3) **Berkeley Unified School District** certifies, employees are represented by a bargaining unit and there is an applicable memorandum of understanding; and
- WHEREAS, (4) The credited service of an employee for purposes of determining the percentage of employer contribution applicable under Government Code Section 22895 shall mean service as defined in Government Code Section 22826; and
- WHEREAS, (5) The employer contribution for active employees cannot be less than what is defined in Government Code Section 22892(b); now, therefore be it
- RESOLVED, (a) That employees **retired on or after January 1, 2017** shall be subject to the requirements defined in this vesting resolution; and be it further
- RESOLVED, (b) That the employer contribution for each annuitant subject to this provision shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of **the PEMHCA Minimum** per month, but not less than the amount prescribed by Section 22892(b), plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (c) Employer contributions for post-retirement health benefits shall not be paid to annuitants with less than **40** years of credited service with **Berkeley Unified School District**. The percentage of the employer contribution payable for post-retirement health benefits for each annuitant shall be based on the annuitant's completed years of credited service with **Berkeley Unified School District**.

Credited Years of Service	Percentage of Employer Contribution
Less than 40 years	0%
40 years	100%

and be it further

- RESOLVED, (d) In order to receive the employer contribution payable for post-retirement health benefits, annuitants who retire for disability must meet the credited years of service requirement set forth in RESOLVED (c); and be it further
- RESOLVED, (e) **Berkeley Unified School District** has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (f) That the participation of the employees and annuitants of **Berkeley Unified School District** shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that **Berkeley Unified School District** would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees’ Retirement System may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
- RESOLVED, (g) That the executive body appoint and direct, and it does hereby appoint and direct, **Javetta Cleveland** to file with the Board a verified copy of this resolution, and to perform on behalf of **Berkeley Unified School District** all functions required of it under the Act; and be it further.
- RESOLVED, (h) That coverage under the Act be effective on **January 1, 2017**.

Adopted at a regular meeting of the Berkeley Unified School District Board of Education at 1231 Addison Street, Berkeley, CA, this 7th day of September, 2016.

Signed: _____
(President, Chairman, etc.)

Attest: _____
(Secretary or appropriate officer)

INSTRUCTIONS

This resolution form is the approved form designated by the California Public Employees' Retirement System (CalPERS). It should be used by a contracting agency electing to be subject to or subject to the Public Employees' Medical and Hospital Care Act (PEMHCA) when the agency desires to provide a post retirement vesting requirement to future annuitants as authorized by Section 22895 of the Government Code.

If the resolution is filed **on or before the tenth day of any month, it will be effective on the first of the following month** (date stamped as received by CalPERS; See address below).

- WHEREAS, (2) should be completed with full name of the contracting agency and recognized employee organization.
- WHEREAS, (3) (choose the appropriate paragraph)
- WHEREAS, (3) should be completed with full name of the contracting agency.
- RESOLVED, (a) (choose the appropriate paragraph)
- RESOLVED, (a) should be completed with the vesting basis date defining which employees are subject to this vesting resolution (ex. "Hired on or after January 1, 2015" or "Retired on or after July 1, 2015").
- RESOLVED, (b) should be completed to specify the amount of the employer contribution for fully vested annuitants under this vesting resolution. The amount specified must be equal to or greater than the amount prescribed by Section 22892(b).
- RESOLVED, (c) should be completed to specify the credited years of service required for any post-retirement employer contributions, and to define the percentage of employer contribution payable for credited years of service.
- RESOLVED, (d) (choose the appropriate paragraph)
- RESOLVED, (e) should be completed with full name of the contracting agency.
- RESOLVED, (f) should be completed with full name of the contracting agency.
- RESOLVED, (g) requests the position title of the individual who handles the PEMHCA resolution for the contracting agency.
- RESOLVED, (g) should be completed with full name of the contracting agency.
- RESOLVED, (h) should be completed with the date the coverage is to become effective.

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California Public Employees' Retirement System

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400 Q Street
Sacramento, CA 95811

Health Contracts Unit, EAMD
PO BOX 942714
Sacramento, CA 94229-2714

The certification shown following the resolution is to be completed by those individuals authorized to sign for the contracting agency in legal actions and is to include the name of the executive body; i.e. Board of Directors, Board of Trustees, etc., the location and the date of signing.