

Adoption Date: 05/13/2015 Effective Date: 05/13/2015

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### Board Member Training

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Purpose:

The purpose of this policy is to establish guidelines governing training for board members.

Scope:

Applies to Retirement Plan A Board

Responsible Party:

Retirement Plan A Chair

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POLICY

I. Policy Statement

Each board member shall receive training in areas pertinent to their service as fiduciaries of the Plan.

II. Procedure

A. Each board member shall receive a minimum of five (5) hours training per calendar year in areas relating to the fiduciary responsibility and liability, plan governance, plan administration, and investment acumen relative to trustees of a retirement plan in the state of Georgia. The annual conference of the Georgia Association of Public Pension Trustees will satisfy this requirement.

B. Each board member, prior to the expiration of their second term as board member, shall successfully complete the Georgia Association of Public Pension Trustees (or similarly recognized organization) *Certified Public Pension Trustee Basic Course*.

C. Successful completion of Sections II A. and B. shall be determined by the RPA Board.

III. Compensation

A. Any fees associated with training approved by the board shall be paid by the Plan.

B. Normal and customary expenses associated with attending training approved by the board shall be paid by the Plan.

C. Travel is governed by the City of Gainesville Travel Policy and reimbursement to board members shall be facilitated through the City of Gainesville Expense Report.