

BOI WORK & EDUCATION PLAN

2018

FEBRUARY

Ethics Policy
Disaster Recovery and Emergency Preparedness
Outreach Efforts for Board - Loan and Municipal Programs
Domestic Equities Asset Class Review
STIP Review
Quarterly Reports
Committee Meetings:
 Audit: Financial Audit

APRIL

Custodial Bank Relationship, Performance, Continuity
Website
Policy Statements Review
Capital Market/Asset Allocation - Consultant
Consultant Board Member Education

MAY

MT Buildings (Board as Landlord/Tenant Holdings)
Fixed Income Asset Classes Review
Budget Status FYTD
Quarterly Reports
Committee Meetings:
 Audit: Accounting Review
 HR: Staffing Level Review
 HR: Exempt Staff Compensation Review

AUGUST

Cost Reporting including CEM, Inc. Analysis
Budget Status Prior FY
High Yield Asset Class Review
Real Estate Asset Class Review
Quarterly Reports
Committee Meetings:
 Audit: SOC Report

OCTOBER

Proxy Voting Public Equities Review
Cash Management of State Monies
Private Equity Asset Class Review
Consultant Board Member Education

NOVEMBER

2019 Legislative Session
Budget Proposed FY '20-'21
Resolution 217 Authorization of Investment Vendors
PERS and TRS Relationship
Asset Allocation Range Approval
Quarterly Reports
Committee Meetings:
 Audit: SOC Report
 Audit: Annual Report and Financial Statements
 HR: Exempt Staff Performance Review

2019

FEBRUARY

Ethics Policy
Disaster Recovery and Emergency Preparedness
Outreach Efforts for Board - Loan and Municipal Programs
In-State Loan Program
INTERCAP / Board Rated Credit, Bond Issuer, Credit Enhancer
International Equities Asset Class Review
STIP Review
Treasurers Fund Review
Quarterly Reports
Committee Meetings:
 Audit: Financial Audit

APRIL

Website
Policy Statements Review
Benchmarks used by Board
Capital Market/Asset Allocation - Consultant
Consultant Board Member Education

MAY

MT Buildings (Board as Landlord/Tenant Holdings)
Budget Status FYTD
Fixed Income Asset Classes Review
State Fund as Principal Investment Client
State Government Customer Relationships
Separate Accounts Review
Quarterly Reports
Committee Meetings:
 Audit: Accounting Review
 HR: Staffing Level Review
 HR: Exempt Staff Compensation Review

AUGUST

Cost Reporting
Budget Status Prior FY
Real Estate Asset Class Review
Coal Severance Tax Trust Review Quarterly Reports
Committee Meetings:
 Audit: SOC Report

OCTOBER

Securities Lending Review
Private Equity Asset Class Review
Diversifying Strategies Asset Class Review
Consultant Board Member Education

NOVEMBER

Resolution 217 Authorization of Investment Vendors
PERS and TRS Relationship
Asset Allocation Range Approval
Quarterly Reports
Committee Meetings:
 Audit: Securities Litigation Status
 Audit: Annual Report and Financial Statements
 HR: Exempt Staff Performance Review

			WORK & EDUCATION PLAN
Completed	Completed	In-Process	
2017	2018	2019	
X		X	Accounting Review
X	X	X	Annual Report and Financial Statements
X	X	X	Asset Allocation Range Approval (Board Must Review/Approve Annually as per Policy)
X	X	X	Audit (Financial)
X		X	Benchmarks used by Board
X		X	Board as a Rated Investment Credit, a Bond Issuer and a Credit Enhancer
X	X	X	Board Member Education
X	X	X	Board's Budget
X	X	X	Capital Market/Asset Allocation - Consultant
	X		Cash Management of State Monies
X	X		Cost Reporting including CEM, Inc. Analysis
	X		Custodial Bank Relationship, Performance, Continuity
X	X	X	Disaster Recovery and Emergency Preparedness
X	X	X	Domestic Equities Asset Class Review
X	X	X	Exempt Staff Performance and Compensation Review (HR Policy Requires Annual Consideration)
X	X	X	Ethics Policy – (Board Policy Requires Annual Affirmations)
X	X	X	Fixed Income Asset Classes Review
X		X	In-State Loan Program
X		X	INTERCAP Program
X	X	X	Internal Controls
	X	X	International Equities Asset Class Review
X	X	X	Investment Consultant Independent Presentations (Board Requires at Least Two Annually)
X	X	X	Legislative Session and Interim Matters
X		X	MT Buildings (Board as Landlord/Tenant Holdings)
X	X	X	Outreach Efforts for Board - Loan and Municipal Programs
X	X	X	PERS and TRS Relationship
X	X	X	Policy Statements Review (Governance Policy Requires Annual Investment Policy Review)
	X	X	Private Equity Asset Class Review
	X		Proxy Voting Public Equities
	X	X	Real Estate Asset Class Review
X	X	X	Resolution 217 Authorization of Investment Vendors (Board Policy Requires Annual Update)
X		X	Securities Lending
X	X	X	Securities Litigation
X	X	X	Staffing Level Review (Required Biannually in Board Policy)
X		X	State Fund as Principal Investment Client
X		X	State Government Customer Relationships
X		X	Website
	X	X	STIP Review
	X	X	Trust Fund Investment Pool Review
		X	Coal Severance Tax Trust Review
		X	Treasurers Fund Review
	X		Separate Accounts Review
	X		Natural Resources Asset Class Review
	X	X	High Yield Asset Class Review
	X	X	Diversified Strategies Asset Class Review