

VICE-CHAIR CHARTER

INTRODUCTION

The position of Vice-Chair of the Merced County Employees' Retirement Association (MercedCERA) will be elected by the MercedCERA Board of Retirement (Board) in accordance with the Board's Bylaws.

DUTIES AND RESPONSIBILITIES

The Vice-Chair will:

- 1) Ensure they are familiar with the responsibilities of the Chair so they may temporarily assume the duties and responsibilities of the Chair as set forth in the Chair Charter in the event the Chair is unable to fulfill the duties of the position.
- 2) Review the agenda for each Board meeting with MercedCERA executive management and the Board Chair.
- 3) Determine appropriate action, in consultation with Board Counsel, when informed of concerns with the conduct of the Chair.

POLICY REVIEW

The Board shall review this Vice-Chair Charter at least every 3 years in conjunction with the review of the MercedCERA Bylaws.

POLICY HISTORY

The Board adopted this policy on August 27, 2026.