

VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

VICE CHAIR CHARTER

I. Introduction

- 1) At its first regular meeting in December, the Board will elect one of its members as Vice Chair to hold office for a period of one year, commencing January 1 of the following year. Members may be re-elected to the office of Vice Chair without limitation. No member shall be elected to the position of Vice Chair until he or she has served on the Board for a minimum of one year.

II. Duties and Responsibilities

- 2) The Vice Chair will assume the duties of the Chair in the event the Chair is unable to fulfill the duties of the position.
- 3) In order to assume the duties of the Chair effectively, the Vice-Chair is responsible for ensuring that he or she is familiar with the duties of the Chair.

IV. Review

- 4) The Board will review this charter at least once every three (3) years to ensure that it remains relevant and appropriate.

V. History

- 5) The Board last reviewed and approved this charter on September 12, 2016. This charter was originally adopted by the Board on June 2, 2003.