



Tacoma Employees' Retirement System

FROM: Tim Atwill, Retirement Chief Investment Officer  
DATE: September 11, 2024  
SUBJECT: TERS Investment Advisory Committee

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The Board of Administration is inviting applicants for its Investment Advisory Committee for the Tacoma Employees' Retirement System (TERS).

Section 35.39.080 of the Revised Code of Washington directs that the Retirement Board of any city which is responsible for the management of an employees' retirement system shall appoint an Investment Advisory Committee consisting of at least three members who are considered experienced and qualified in the field of investments.

The duties of the Investment Advisory Committee are outlined in Section 35.39.090 of the Revised Code of Washington.

*Investment Advisory Committee - Powers and Duties.*

*In addition to its other powers and duties, the Investment Advisory Committee shall:*

- (1) Make recommendations as to general investment policies, practices, and procedures to the Retirement Board;*
- (2) Review the investment transactions of the Retirement Board annually;*
- (3) Prepare a written report of its activities during each fiscal year. Each report shall be submitted not more than thirty days after the end of each fiscal year to the retirement board and to any other person who has submitted a request therefor.*

There are four to five regularly scheduled Board meetings per year, with additional meetings being held as needed. There is no residency requirement.

For consideration for this opportunity, letters and resumes stating qualifications and interests should be submitted via email to [TERSretirement@cityoftacoma.org](mailto:TERSretirement@cityoftacoma.org).

Indications of interest must be received **no later than October 31, 2024**. Applicants will need to attend the November 14, 2024 Retirement Board meeting **in person**.

For more information, please visit the TERS website: [cityoftacoma.org/ters](http://cityoftacoma.org/ters)