

# **SANTA BARBARA COUNTY EMPLOYEES' RETIREMENT SYSTEM**

## **VICE CHAIR CHARTER**

### **INTRODUCTION**

The Board of Retirement will elect one Board member as Vice Chair to hold office in accordance with the Board's Bylaws.

### **DUTIES AND RESPONSIBILITIES**

The Vice Chair will:

- a. 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.
- b. Assist the chair in the performance of his or her duties as the Chair may direct, including orientation of new Board members.

### **POLICY REVIEW**

This Charter shall be reviewed by the Retirement of Board at least every 5 years to ensure that it remains relevant and appropriate.

### **HISTORY**

This Charter was adopted by the Board of Retirement on October 26, 2011; reviewed April 23, 2014, September 27, 2017, June 24, 2020; and revised on April 26, 2023.