

# AGENDA – REGULAR MEETING

## BOARD OF DEFERRED COMPENSATION ADMINISTRATION

**January 17, 2017**

9:00 a.m.

700 E. Temple Street, Room 350

Los Angeles, CA 90012

### Members

John R. Mumma, Chairperson  
Michael Amerian, Vice-Chairperson  
Cliff Cannon, First Provisional Chair  
Raymond Ciranna, Second Provisional Chair  
Wendy G. Macy, Third Provisional Chair  
Linda P. Le  
Thomas Moutes  
Robert Schoonover  
Don Thomas

### INTRODUCTORY

- (1) **Call to Order**
- (2) **Public Comments**

### ADMINISTRATIVE ITEMS

- (3) **Minutes:** Recommendation to approve minutes of the December 20, 2016 meeting of the Board of Deferred Compensation Administration.
- (4) **Board Report 17-01: Third Party Administrator Transition Update** – Recommendation to (a) receive and file update regarding the Deferred Compensation Plan's Third Party Administrator (TPA) transition; and (b) approve draft communication to plan participants regarding the change in TPA administration.
- (5) **Board Report 17-02: Travel Policy Update** – Recommendation to receive and file information regarding City travel policy and Deferred Compensation Plan travel.
- (6) **Board Report 17-03: 2017 Board Elections** – Recommendation to receive and file information regarding upcoming elections for the Board of Deferred Compensation Administration.
- (7) **Board Report 17-04: Reserve Fund Reimbursements/Adjustments and 2017 Annual Budget** - Recommendation to (a) approve reimbursements from the Deferred Compensation Plan Reserve Fund to the Personnel Department for \$93,094.18 and City Attorney for \$7,069.74 for quarter ending 09/30/16, incorporating prior fiscal year adjustments to indirect cost calculations; and (b) adopt the proposed Deferred Compensation Plan budget for Plan year 2017.

### Notes:

- (a) All written materials reviewed by the Board are made part of the record.
- (b) Time will be provided for members of the public to address the Board on items of interest to the public that are within the subject matter jurisdiction of the Board, but not on the printed Agenda. Speaking time shall not exceed five (5) minutes for any one speaker. Members of the public interested in addressing the Board regarding matters on the printed agenda should notify Board staff prior to consideration of those items.
- (c) As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodations to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, your request should be received at least 72 hours in advance of the need. For more information contact Deferred Compensation Plan staff at (213) 978-1629 or at [perdcp@lacity.org](mailto:perdcp@lacity.org). For updated meeting schedules, please visit [http://per.lacity.org/DeferredComp/Deferred\\_Comp\\_Main%20Page.htm](http://per.lacity.org/DeferredComp/Deferred_Comp_Main%20Page.htm).
- (d) Deferred Compensation Plan agendas and documents disseminated at the meeting are available at 200 N. Spring Street (City Hall), Room 867, as well as on the Internet at [http://per.lacity.org/DeferredComp/Deferred\\_Comp\\_Agendas.htm](http://per.lacity.org/DeferredComp/Deferred_Comp_Agendas.htm)
- (e) Subscribe: <http://lacity.org/city-government/subscribe-meeting-agendas-and-more/departments-commissions-committees-boards>

# AGENDA – REGULAR MEETING (continued)

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**(8) Board Report 17-05: 2016 Meeting Attendance Review** - Recommendation to receive and file information regarding 2016 Board and Committee meeting attendance.

**(9) Board Report 17-06 Plan Projects & Activities Report** - Recommendation to receive and file updates on Plan projects and activities during December 2016:

- Committee Meetings   - Communications                      - Operations
- Projects List               - Administration               - Meeting Calendar
- Staffing Review           - Committee Assignments

### CONCLUDING ITEMS

**(10) Requests for Future Agenda Items**

**(11) Next Regular Meeting Date:** February 21, 2017

**(12) Adjournment**

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