

# Deferred Compensation Plan

## BOARD REPORT 17-19

Date: June 20, 2017

To: Board of Deferred Compensation Administration

From: Staff

Subject: FY 2017-18 Training Program Preferences

*Board of Deferred  
Compensation Administration  
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*

### **Recommendation:**

That the Board of Deferred Compensation Administration: (a) review information regarding conference training events and educational programs for Fiscal Year (FY) 2017-18 and provide staff with training preference requests; and (b) review information pertaining to NAGDCA Annual Conference registration.

### **Discussion:**

At its October 18, 2016 meeting the Board approved the 2017-18 Training Program. The 2017-18 Training Program includes conference training events and educational programs as shown below, which are also detailed with full descriptions in Attachment A.

No.	2017/18 Conference Travel Locations	Tentative Date(s)	Location
1	Wharton School – Advanced Investments Management	September 25 - 28, 2017	Philadelphia, PA
2	National Association of Governmental Defined Contribution Administrators (NAGDCA)	September 24 - 27, 2017	Milwaukee, WI
3	International Foundation of Employee Benefit Plans (IFEBP)	October 22 - 25, 2017	Las Vegas, NV
4	Pensions & Investments West Coast Conference Pensions & Investments East Coast Conference	October 8 - 10, 2017 March 2018 (Actual Dates TBA)	San Diego, CA (TBD)
5	Plan Sponsor Council of America	Spring 2018	TBD
6	Wharton School – Portfolio Concepts & Management	May 2018 (Actual Dates TBA)	Philadelphia, PA (anticipated)
7	Mercer Global Investments Forum	June 2018 (Actual Dates TBA)	TBD
8	IFEBP – Public Sector 401, 403, 457 Plans	Unknown	TBD
9	PLANSPPONSOR National Conference	June 2018 (Actual Dates TBA)	TBD

**Preference Notification:** Board members are asked to indicate their preference for the FY 2017-18 Training Program by filling out the online preference form at <https://goo.gl/pCTQTJ> or by completing the attached paper form (Attachment B). All Board members are asked to submit their initial preferences by Wednesday, June 28, 2017. Board members may submit requests past this date, but processing may be impacted by registration or other logistical requirements related to attending the event.

The adopted Board training and travel budget generally provides for each Plan Board/staff member to attend one external training event per fiscal year. However, since not all Board members attend trainings, there is typically a surplus of training funds which may provide for attending more than one event. Staff is therefore requesting that Board members indicate their first and second training event preferences. Staff will then report back on the training events relative to the budgeted resources.

The adopted training programs do not preclude consideration of other training programs that may arise over the course of the year. Board members interested in events not on this list, whether now or later in the fiscal year, should contact staff for further assistance.

Board members should not expend any personal funds for registration or travel until final approval has been provided by the Mayor and travel authorities are issued by the City Controller. Staff will provide further information as it becomes available.

**NAGDCA Annual Conference - Registration**

The NAGDCA Annual Conference takes place September 24-27, 2017. NAGDCA requires attendees to officially register for the conference before a hotel room can be reserved. For those attending, staff will assist with registration as well as provide Board members with instructions on reserving their rooms at the conference hotel.

Registration for the 2017 Annual Conference opened in April 2017. Additional information is available in Attachment C.

Submitted by: \_\_\_\_\_  
Matthew Vong

Approved by: \_\_\_\_\_  
Steven Montagna

## Deferred Compensation Plan FY 2017-18 Training Program Conference Training and Educational Events

### 1. **Wharton School – Advanced Investments Management**

In partnership with the IFEBP, the Wharton School of the University of Pennsylvania offers an Advanced Investments Management course: a 3 ½ - day intensive program focused on setting quality standards in investment management education. This program is designed to build upon what is learned in the Portfolio Concepts and Management program or participants' existing knowledge base and experience. The program is for individuals who have exposure to investment management fundamentals and seek to learn more.

**Dates:** September 25 – 28, 2017

**Location:** Philadelphia, PA

<http://www.ifebp.org/education/certificateprograms/wharton/Pages/advanced-investments-management-1763.aspx>

#### Purpose and Benefit

Attendance at the Wharton program will address the global marketplace and how it impacts investment strategies. It will also review the opportunities and risks of several international and emerging countries, as well as how to navigate these risks. Discussion related to investment menu design will provide specific information related to successful administration of the City's Deferred Compensation Plan.

### 2. **National Association of Government Defined Contribution Administrators (NAGDCA)**

NAGDCA is an organization consisting of government and industrial members pursuing legislative enhancements to defined contribution plans and providing educational benefits to its membership. The Annual Conference is focused on issues affecting state and local government administrators of primarily Section 457 defined contribution plans. The conference generally includes sessions reviewing federal legislative developments, current trends on plan design and administration, and education on plan fundamentals.

**Dates:** September 24 - 27, 2017

**Location:** Milwaukee, Wisconsin

<http://www.nagdca.org/News-Events/NAGDCA-2017-Annual-Conference>

#### Purpose and Benefit

The purpose of the conference is to assist plan sponsors in successfully managing their programs. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

### 3. **International Foundation of Employee Benefit Plans (IFEBP)**

The IFEBP is a non-profit organization that focuses on providing a wide array of educational and networking opportunities to professionals administering employee benefits and compensation. The 63<sup>rd</sup> Annual U.S. Employee Benefits Conference is formatted to provide a large list of seminar options in which attendees can build their itinerary from broader overall topics.

**Dates:** October 22 - 25, 2017

**Location:** Las Vegas, Nevada

<http://www.ifebp.org/education/usannual/Pages/annual-employee-benefits-conference-1701.aspx>

#### Purpose and Benefit

The IFEBP Annual Conference provides training in federal legislative developments, current trends and best practices on plan design and administration as well as basic education on plan fundamentals. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**4. Pensions and Investments (East or West) Conference**

Pension and Investments is a company dedicated to providing comprehensive retirement and investment industry information via its online and distributed print editions. The 2016 West Coast Conference is comprised of panel discussions and keynote speaker presentations regarding fiscal and administrative concerns. Conference registration for Plan Sponsors is usually complimentary if booked in advance. The East Coast event has yet to be announced, but is expected to be of similar content and structure.

**Dates:** West Coast: October 8 - 10, 2017  
East Coast: Unknown

**Location:** San Diego, CA  
**Location:** TBD

<http://www.pionline.com/conferences>

**Purpose and Benefit:**

The purpose of the conference is to assist plan sponsors in successfully managing their programs. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**5. Plan Sponsor Council of America**

The Plan Sponsor Council of America (PSCA) is a nonprofit association dedicated to serving the evolving needs of Defined Contribution (DC) plan sponsors that seek industry information, educational programs, and regulatory updates. PSCA currently assists more than six million plan participants and provides its members with programs and services to help them better manage their company's retirement plans.

**Dates:** Spring 2018

**Location:** TBD

<http://www.pasca.org/events>

**Purpose and Benefit**

The purpose of the conference is to assist plan sponsors in successfully managing their programs. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**6. Wharton School – Portfolio Concepts & Management**

In partnership with the IFEBP, the Wharton School of the University of Pennsylvania offers a Portfolio Concepts and Management course: a 3½-day course that offers lecture/discussion sessions, problem-solving exercises and small group breakout sessions. This course lays the groundwork for the core principles of portfolio theory and investment performance measurement, offering the practical tools and experiences needed to make sound investment management decisions.

**Dates:** May (TBD) 2018

**Location:** TBD (Philadelphia anticipated)

**Purpose and Benefit**

Participating in the Wharton program will provide detailed investment management instruction. Discussion related to investment menu design will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**7. Mercer Global Investment Forum**

Mercer is a world-wide firm comprised of professional consultants and experts in field including health and retirement. The Mercer Global Investment Forums focus on investment and economic trends involving institutional investors and plan managers.

**Dates:** June (TBD) 2018                      **Location:** TBD  
<http://www.mercersignatureevents.com/investmentforums/2017/index.shtml>

**Purpose and Benefit**

The Global Investment Forum will provide information related to a broad array of macro-economic and investing trends. Discussion related to investment menu design will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**8. PLANSPONSOR National Conference**

PLANSPONSOR is an organization focused on putting trending topics of the retirement industry into the hands of its public and private sector membership. The 2018 event is expected to address key priorities for retirement plan success and will cover topics relevant to plans of all sizes and across all areas of administration.

**Dates:** TBD                                      **Location:** TBD  
<http://www.plansponsor.com/event/psnc2017/>

**Purpose and Benefit**

PLANSPONSOR is an organization identifying trends affecting defined contribution plans across the nation. Their annual conference provides a forum for interaction and peer education on relevant topics. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

**9. International Foundation of Employee Benefit Plans (IFEBP) – Public Sector 401, 403, 457 Plans\***

The IFEBP is a non-profit organization that focuses on providing a wide array of educational and networking opportunities to professionals administering employee benefits and compensation. Their Certificate Series programs are a series of courses focused on providing certifications, but which can also be taken individually and separate from pursuit of a certificate.

**Dates:** Unknown                              **Location:** Unknown  
<http://www.ifebp.org/education/certificateprograms/certificateseries/Schedule/Pages/default.aspx>

**Purpose and Benefit**

The Public Sector 401, 403, 457 Plans course identifies core principals of each plan type and provides a learning experience that combines informational materials, instruction and networking opportunities. Discussion of plan design and administrative issues will provide specific information related to successful administration of the City's Deferred Compensation Plan.

*\*Staff is still verifying whether this training will be available and/or whether it may occur at another date within the fiscal year.*

Please indicate your primary and alternate choices below.

	2017/18 Training Event	Tentative Date(s)	Location	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice
1	Wharton School – International & Emerging Market Investing	September 25-28, 2017	Philadelphia, PA	<input type="checkbox"/>	<input type="checkbox"/>
2	NAGDCA (National Association of Governmental Defined Contribution Administrators)	September 24-27, 2017	Milwaukee, WI	<input type="checkbox"/>	<input type="checkbox"/>
3	International Foundation of Employee Benefit Plans (IFEBP)	October 22-25, 2017	Las Vegas, NV	<input type="checkbox"/>	<input type="checkbox"/>
4	Pensions & Investments West Coast Conference	October 8-10, 2017	San Diego, CA	<input type="checkbox"/>	<input type="checkbox"/>
	Pensions & Investments East Coast Conference	March 2018 ( <i>Actual Dates TBA</i> )	TBD	<input type="checkbox"/>	<input type="checkbox"/>
5	Plan Sponsor Council of America	Spring 2018	TBD	<input type="checkbox"/>	<input type="checkbox"/>
6	Wharton School – Portfolio Concepts & Management	May 2018 ( <i>Actual Dates TBA</i> )	Philadelphia, PA ( <i>anticipated</i> )	<input type="checkbox"/>	<input type="checkbox"/>
7	Mercer Global Investments Forum	June 2018 ( <i>Actual Dates TBA</i> )	TBD	<input type="checkbox"/>	<input type="checkbox"/>
8	IFEBP – Public Sector 401, 403, 457 Plans	Unknown	TBD	<input type="checkbox"/>	<input type="checkbox"/>
9	PLANSPONSOR National Conference	June 2018 ( <i>Actual Dates TBA</i> )	TBD	<input type="checkbox"/>	<input type="checkbox"/>

Submit completed forms to Matthew Vong:

Fax: 213-978-1590

Email: [matthew.vong@lacity.org](mailto:matthew.vong@lacity.org)



**Hotel reservations are reserved for those who have registered for the conference. Registration opens in April!**

**Hilton Milwaukee City Center**

509 W. Wisconsin Avenue  
Milwaukee, WI 53203

[Hotel website](#)

**Daily Hotel Room Rates**

Single/Double: \$209 plus tax

**Check In and Check Out**

Check in: 3:00 p.m.

Check out: 12:00 p.m.

**Meeting Space Venue**

Wisconsin Center  
400 W. Wisconsin Avenue  
Milwaukee, WI 53203

*connected via Skywalk to the Hilton*

[Wisconsin Center website](#)

**Transportation to Hotel**

Hilton Milwaukee City Center is located 10 miles (approximately 15 minutes) from Milwaukee's Mitchell Airport (MKE).

The hotel does NOT offer complimentary shuttles.

Approximate cab fare is \$30 from/to the airport.

GO Riteway Transportation Group shared van service is available for approximately \$29 round trip. Book in advance at [www.goriteway.com](http://www.goriteway.com), and be sure to select "Hilton City Center (D.Town)" from the hotel drop-down menu.

**Overnight Parking at Hotel**

Self-parking: \$25. Guests with daily parking will have unlimited in and out privileges.

Valet parking: not available