

# AGENDA

## BOARD OF DEFERRED COMPENSATION ADMINISTRATION

**April 17, 2012**

9:00 a.m. - 12:00 p.m.

700 E. Temple Street Room 350

Los Angeles, CA 90012

### Members

Eugene K. Canzano, Chairperson  
John R. Mumma, Vice-Chairperson  
Cliff Cannon, First Provisional Chair  
Tom Moutes, Second Provisional Chair  
Sangeeta Bhatia, Third Provisional Chair  
Michael Amerian  
Michael A. Perez  
Robert Schoonover  
Margaret M. Whelan

### INTRODUCTORY

- (1) Call to Order
- (2) Public Comments
- (3) Minutes - Recommendation to approve minutes of the March 20, 2012 meeting of the Board of Deferred Compensation Administration.

### ADMINISTRATIVE ISSUES

- (4) **Board Report 12-20: Consulting Services Request for Proposal** – Recommendation to approve proposed vendor selections relative to Request for Proposal for Consulting Services for Communications Consulting (Buck Consultants primary, Mercer Investment Consulting supplemental), Plan Administration Consulting (Mercer Investment Consulting), and Investments Consulting (Mercer Investment Consulting), subject to successful negotiation of all necessary contractual terms and conditions, and authorize staff to draft and return with the proposed contracts.
- (5) **Board Report 12-21: Senior Management Analyst Position** – Recommendation to direct the Plan Governance and Administrative Issues Committee to study the merits of and options for funding a new Senior Management Analyst I position, and return to the full Board with recommendations.
- (6) **Board Report 12-22: Training, Education & Travel Policy** – Recommendation to refer draft training, education and travel policy to the Plan Governance & Administrative Issues Committee and direct the Committee to return with a final proposed document.
- (7) **Board Report 12-23: Contract Status Update** – Recommendation to receive and file quarterly report regarding the status of Deferred Compensation Plan contracts.
- (8) **Board Report 12-24: Quarterly Communications Activity Report** – Recommendation to receive and file quarterly communications activity update.

### 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) 978-1586. 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://lacity.org/lacity/SubMenu/ENSEarlyNotificationSystem/EarlyNotificationSystem/subscriptions/CommissionCommitteeandBoardAgendas/index.htm>.

(continued) **AGENDA**

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**(9) Board Report 12-25: CA-DCPN Meeting** – Recommendation to approve the necessary funding for two staff members to attend a proposed meeting of the California Defined Contribution Peer Network in Sacramento, California, on June 21-22, 2012.

**(10) Board Report 12-26: Board Elections for DWP & Retired Representative Seats** – Recommendation to receive and file information regarding upcoming elections for the DWP and Retired representative seats on the Board of Deferred Compensation Administration.

**CONCLUDING**

**(11) Board Report 12-27: Staff Report** – Report from staff including following discussion items:

- |                          |                     |                   |
|--------------------------|---------------------|-------------------|
| - Counter Activity       | - Loan activity     | - Project Summary |
| - Accrued leave activity | - Deferral Tracking | - Other Activity  |
| - Hardship activity      | - Roth Accounts     |                   |

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

**(13) Next Meeting Date** – May 15, 2012

**(14) Adjournment**

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