

AGENDA – REGULAR MEETING

BOARD OF DEFERRED COMPENSATION ADMINISTRATION

December 17, 2013

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
Ray Ciranna
Robert Schoonover
Margaret Whelan

INTRODUCTORY

- (1) **Call to Order**
- (2) **Public Comments**
- (3) **Minutes** - Recommendation to approve minutes of the November 19, 2013 meeting of the Board of Deferred Compensation Administration.

ADMINISTRATIVE ITEMS

- (4) **Great-West Plan Quarterly Review: Period Ending 09/30/13** – Review by Great-West Retirement Services of Plan activity and statistics for quarter ending 09/30/13.
- (5) **Board Report 13-37: Deferred Compensation Plan Investment Manager Fund Searches** – Recommendation from Investments Committee to consider establishing an option for filling investment manager mandates, where the Board deems appropriate, through a mutual-fund only search process; and (b) directing staff to return to the Board with draft changes to the Plan's Investment Policy Statement incorporating this search option and specific recommendations for moving forward with pending investment fund searches.
- (6) **Board Report 13-38: Automatic Enrollment Program** – Recommendation to direct staff to (a) develop recommendations for creating the authority for an Auto Enrollment option within the City's Deferred Compensation Plan; and (b) draft correspondence to come from the Board to the City Administrative Officer and employee labor organizations advising them that it is in the process of developing an auto enrollment option within the City's Plan.
- (7) **Board Report 13-39: Proposed Training Event** – Recommendation to approve proposed tax law regulatory training by Steptoe and Johnson.

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.
- (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>.

AGENDA – REGULAR MEETING (continued)

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ADMINISTRATIVE AND CONCLUDING ITEMS

- (8) **Board Report 13-40: Quarterly Budget Review and Reimbursements** – Recommendation to (a) receive and file status report on Deferred Compensation Plan budget accounts for quarter ending 06/30/13; and (b) approve quarterly reimbursements from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department and City Attorney.
- (9) **Board Report 13-41: Communications Review** – Recommendation to receive and file report on communications activities for the quarter ending 09/30/13.
- (10) **Board Report 13-42: Contract Monitoring Review** – Recommendation to receive and file quarterly update on Plan contracts.
- (11) **Board Report 13-43: Staff Report** – Report from staff including the following discussion items:
- | | | |
|--------------------------|---------------------|------------------------|
| - Counter Activity | - Loan Activity | - Project Summary |
| - Accrued Leave Activity | - Deferral Tracking | - Staffing |
| - Hardship Activity | - Roth Accounts | - Committee Membership |
- (12) **Requests for Future Agenda Items**
- (13) **Future Meeting Dates:** Regular Meeting January 21, 2014
- (14) **Adjournment**

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