

AGENDA – REGULAR MEETING

BOARD OF DEFERRED COMPENSATION ADMINISTRATION

January 20, 2015

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
Michael Amerian, Third Provisional Chair
Ray Ciranna
Linda Le
Wendy G. Macy
Robert Schoonover

INTRODUCTORY

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

ADMINISTRATIVE ITEMS

- (3) **Minutes** – Recommendation to approve minutes of the December 16, 2014 meeting of the Board of Deferred Compensation Administration.
- (4) **Board Report 15-01: Update on Proposed Auto-Enrollment Program (AEP)** – Recommendation to (a) approve the recommendation from the Plan Governance & Administrative Issues Committee to adopt core provisions of an Auto-Enrollment Program for the City's Deferred Compensation Plan as included within Attachment A; and (b) direct staff to work with Board counsel in drafting the necessary Plan Document changes to implement the Auto-Enrollment Program for subsequent Board review and adoption.
- (5) **Board Report 15-02: DCP Mid-Cap, Small-Cap and International Fund Change Implementation Plan** – Recommendation to receive and file an update regarding implementation plans for recently adopted changes to underlying providers for the DCP Mid-Cap, Small-Cap & International Funds.
- (6) **Board Report 15-03: 2015 Deferred Compensation Plan Annual Budget** – Recommendation to adopt the proposed Deferred Compensation Plan Budget for Plan Year 2015.
- (7) **Board Report 15-04: Quarterly Budget Review and Reimbursements** – Recommendation to (a) receive and file status report on Deferred Compensation Plan budget accounts for quarter ending 09/30/14; and (b) approve reimbursements from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department for \$146,044.25 and City Attorney for \$38,683.95.
- (8) **Board Report 15-05: 2014 Meetings Attendance Review** – Recommendation to receive and file information regarding 2014 Board and Committee meeting attendance.

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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- (9) **Board Report 15-06: 2015 Board Elections** – Recommendation to receive and file information regarding upcoming elections for the Board of Deferred Compensation Administration.
- (10) **Board Report 15-07: NSFRW Retiree Survey Review** – Recommendation to receive and file report regarding retiree survey results for the 2014 National Save for Retirement Week (NSFRW) engagement/awareness campaign.
- (11) **Board Report 15-08: Proposed Revisions to Staff Report and Quarterly Reports from Plan Administrator/Staff** – Recommendation to approve staff's proposed changes to monthly and quarterly reporting of Plan statistics, projects, and other information related to the ongoing administration of the Plan and evaluation of its success in meeting its core mission.
- (12) **Board Report 15-09: Staff Report** – Report from staff regarding the following discussion items:
- | | | |
|--------------------------|---------------------|------------------------|
| - Counter Activity | - Loan Activity | - Project Summary |
| - Accrued Leave Activity | - Deferral Tracking | - Staffing |
| - Hardship Activity | - Roth Accounts | - Committee Membership |

CONCLUDING ITEMS

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

(14) **Future Meeting Dates:**

Investments Committee Meeting – January 29, 2015

Regular Board Meeting – February 17, 2015

(15) **CLOSED SESSION:** The Board shall recess to Closed Session, pursuant to Government Code Section 54956.9(d)(1), to confer with its legal counsel regarding the matter entitled *Estate of Francis Joseph Bolan* (Los Angeles Superior Court No. BP 151381). (This matter involves the distribution of account funds upon the death of the Plan participant.)

(16) **Adjournment**

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