

# AGENDA

## BOARD OF DEFERRED COMPENSATION ADMINISTRATION

**July 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  
William Raggio  
Robert Schoonover  
Margaret M. Whelan

### INTRODUCTORY

- (1) Call to Order**
- (2) Public Comments**
- (3) Minutes** - Recommendation to approve minutes of the June 19, 2012 meeting of the Board of Deferred Compensation Administration.

### ADMINISTRATIVE ISSUES

- (4) Board Report 12-35: Deferred Compensation Plan Staffing** – Recommendation from Plan Governance & Administrative Issues Committee to approve funding for the addition of a Senior Management Analyst I position to ongoing Personnel Department staffing for the City's Deferred Compensation Plan.
- (5) Board Report 12-36: Travel/Training/Education Policy** – Recommendation from Plan Governance & Administrative Issues Committee to (a) adopt a Training, Education and Travel Policy; and (b) direct staff to draft a proposed training program for Fiscal Year 13/14.
- (6) Board Report 12-37: Plan Budget Reimbursements** – Recommendation to (a) receive and file status report on Deferred Compensation Plan budget accounts for the quarters ending 09/30/11, 12/31/11 and 03/31/12; and (b) for these same quarters, approve reimbursements from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department and City Attorney.
- (7) Board Report 12-38: 2011 Deferred Compensation Plan Annual Report** – Recommendation to approve 2011 Deferred Compensation Plan Annual Report.
- (8) Board Report 12-39: Great-West Rollover Account Maintenance Fee** – Recommendation to receive and file report from Great-West Retirement Services regarding rollover account maintenance fees.

### 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 12-40: California Defined Contribution Peer Network** – Recommendation to receive and file report from staff regarding information obtained at recent meeting of the California Defined Contribution Peer Network.
- (10) Board Report 12-41: Contract Status Update** – Recommendation to receive and file quarterly update on Plan contracts.
- (11) Board Report 12-42: Communications Update** – Recommendation to receive and file quarterly update on Plan communication projects.

**CONCLUDING**

- (12) Board Report 12-43: Staff Report** – Report from staff including following discussion items:
- |                          |                     |                        |
|--------------------------|---------------------|------------------------|
| - Counter Activity       | - Loan activity     | - Project Summary      |
| - Accrued leave activity | - Deferral Tracking | - Staffing             |
| - Hardship activity      | - Roth Accounts     | - Committee Membership |
- (13) Requests for Future Agenda Items**
- (14) Next Meeting Date** – August 21, 2012
- (15) Adjournment**

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