

AGENDA – REGULAR MEETING

BOARD OF DEFERRED COMPENSATION ADMINISTRATION

July 21, 2015

9:00 a.m. – 12:00 p.m.

700 E. Temple Street, Room 350

Los Angeles, CA 90012

Members

John R. Mumma, Chairperson
Michael Amerian, Vice-Chairperson
Cliff Cannon, First Provisional Chair
Tom Moutes, Second Provisional Chair
Ray Ciranna, Third Provisional Chair
Linda P. Le
Wendy G. Macy
Robert Schoonover
Don Thomas

INTRODUCTORY

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

ADMINISTRATIVE ITEMS

- (3) **Minutes** – Recommendation to approve minutes of the June 16, 2015 meeting of the Board of Deferred Compensation Administration.
- (4) **Board Report 15-34: Brown Act & Public Meetings/Governance Policies & Bylaws** – Recommendation to receive and file training information regarding (a) the Ralph M. Brown Act and (b) information regarding the Plan's bylaws, specifically as they relate to conflicts of interest and procurement processes and contacts with prospective vendors during procurement processes.
- (5) **Board Report 15-35: Request for Proposal – Third Party Administrator** – Recommendation to (a) adopt revised Master Procurements and Contracting Schedule to add TPA and Consulting service provider relationships to previously adopted Investments search schedule; (b) approve moving forward with a TPA procurement in 2015/2016 with target implementation date for new service provider contract by January 1, 2017; (c) approve requesting City Council approval to expand Board authority to enter into five-year contracts for Deferred Compensation services to include TPA, consulting and all other administrative services, and direct staff to return with the proposed report/recommendation to City Council; (d) approve moving forward with proposed tentative calendar for TPA RFP development; (e) approve Conflict-of-Interest & Ex-Party Communication Pledge form and its execution by all Board members/City staff involved in the development process for this procurement; and (f) receive and file update regarding Personnel Department plans for exploring options for third-party-administration of the Pension Savings Plan.

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) 978-1629 or at perdcp@lacity.org. 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://per.lacity.org/DeferredComp/Deferred_Comp_Agendas.htm
- (e) Subscribe: <http://lacity.org/city-government/subscribe-meeting-agendas-and-more/department-commissions-committees-boards>

AGENDA – REGULAR MEETING (continued)

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- (6) **Board Report 15-36: Targeted Enrollment Initiative Update** – Recommendation to receive and file staff's update regarding the Department of Transportation Targeted Enrollment Initiative.
- (7) **Board Report 15-37: Auto-Enrollment Program Update** – Recommendation to receive and file this report providing an update related to implementation of the Deferred Compensation Plan Auto Enrollment Program (AEP).
- (8) **Board Report 15-38: Status of DCP Contracts and Procurements** – Recommendation to receive and file quarterly report regarding the status of Deferred Compensation Plan contracts and procurements.
- (9) **Board Report 15-39: Plan Projects & Activities Report** – Recommendation to receive and file staff's update on Plan projects and activities during June 2015.
 - Newsletter
 - Targeted Enrollment
 - Fund Change
 - Auto-Enrollment
 - Contracts
 - CAP Rate
 - Board Elections
 - Metrics
 - Projects List
 - Meeting Calendar
 - Staffing & Committee Assignments
 - Informational Items & Updates

CONCLUDING ITEMS

- (10) **Requests for Future Agenda Items**
- (11) **Future Meeting Dates:** August 18, 2015
- (12) **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.)
- (13) **Adjournment**

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