

AGENDA

BOARD OF DEFERRED COMPENSATION ADMINISTRATION

November 20, 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 October 16, 2012 meeting of the Board of Deferred Compensation Administration.

ADMINISTRATIVE ISSUES

- (4) **Great-West Quarterly Plan Review** – Presentation from Great-West Retirement Services regarding Plan activity and statistics for quarter ending 09/30/12.
- (5) **Board Report 12-53: Plan Website Conversion** – Recommendation to receive and file report regarding the status of the Deferred Compensation Plan website conversion.
- (6) **Board Report 12-54: Special Mailing/Fee Disclosure** – Recommendation to approve a special mailing to a pilot group of non-participants as a means of testing promotion of plan enrollment and voluntarily compliance with Department of Labor (DOL) fee disclosure requirements.
- (7) **Board Report 12-55: Budget** – Recommendation to receive and file status report on Deferred Compensation Plan budget accounts for the quarter ending 6/30/12 and approve reimbursements from the Deferred Compensation Plan Reserve Fund accounts to the Personnel Department and City Attorney.
- (8) **Board Report 12-56: EIN Request** – Recommendation to authorize the application for a federal Employer Identification Number from the Internal Revenue Service for the City's Deferred Compensation 457(b) Plan Trust and authorize the Board Chairperson to execute the application on behalf of the Board.

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>.

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(continued)

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CONCLUDING

(9) Board Report 12-57: 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 |

(10) Requests for Future Agenda Items

(11) Next Meeting Date – December 18, 2012

(12) Adjournment

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