

AGENDA – SPECIAL MEETING

BOARD OF DEFERRED COMPENSATION ADMINISTRATION

December 22, 2015

9:00 a.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
Thomas Moutes, Second Provisional Chair
Raymond 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 October 20, 2015 meeting of the Board of Deferred Compensation Administration.
- (4) **Board Report 15-56: TPA RFP, Survey, Evaluation Categories, & Draft Scope of Services** – Recommendation to (a) receive and file report and update regarding development of the Deferred Compensation Plan Request for Proposal (RFP) for Third-Party-Administration and participant survey results; and (b) review and discuss RFP methods of inquiry, evaluation categories, evaluation process, and draft Plan Profile & Scope of Services.
- (5) **Board Report 15-57: Deferred Compensation Plan Stable Value Fund Sub-Advisors** – Recommendation to (a) find that Galliard's changes to managers of the intermediate asset pool and Short-Term Investment Fund (STIF) are justified within the scope of Galliard's discretion as the SVF manager; and (b) direct staff to proceed with incorporating language in the new contract with Galliard indicating that Galliard is solely responsible for fiduciary management decisions, including the selection of sub-advisors, as well as providing the City's Plan with timely notification of changes to sub-advisors.
- (6) **Board Report 15-58: Indirect Reimbursements and CAP Rate** – Recommendation to receive and file update regarding staff's ongoing review of the reimbursement methodology for the calculation of indirect salary costs for the Deferred Compensation 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>

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- (7) **Board Report 15-59: 2015 National Retirement Security Campaign Results –** Recommendation to receive and file update regarding results of the 2015 National Retirement Security campaign.
- (8) **Board Report 15-60: Plan Projects & Activities Report –** Recommendation to receive and file staff's update on Plan projects and activities during October & November 2015.
- Communications
 - Operations
 - Administration
 - Staffing & Committee Assignments
 - Informational Items & Updates
 - Projects List
 - Meeting Calendar

CONCLUDING ITEMS

- (9) **Requests for Future Agenda Items**
- (10) **Future Meeting Dates:** January 19, 2016
- (11) **Adjournment**

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