

Deferred Compensation Plan BOARD REPORT 11-08

Date: January 5, 2011
To: Board of Deferred Compensation Administration
From: Staff
Subject: Board Elections

*Board of Deferred
Compensation Administration
Eugene K. Canzano, Chairperson
Richard Kraus, Vice-Chairperson
Sangeeta Bhatia
Cliff Cannon
Tom Moutes
John R. Mumma
Michael Perez
Robert Schoonover
Maggie Whelan*

Recommendation:

That the Board of Deferred Compensation Administration receive and file the following information regarding upcoming elections for the Board of Deferred Compensation Administration.

Discussion:

In 2007, the City Council approved governance changes to the Board of Deferred Compensation Administration. These changes included the addition of directly elected participant representatives for the Los Angeles City Employees' Retirement System (LACERS), Fire and Police Pensions, Department of Water and Power (DWP), and retired participants. In addition, the governance changes called for the replacement of the City Treasurer by the three retirement plan managers.

Currently, the terms for both the LACERS and Pensions representatives on the Board of Deferred Compensation will expire on June 30, 2011. The next election for the LACERS and Pensions representatives will be held on May 20, 2011 with their terms beginning July 1, 2011.

The next election for the representatives for retired participants and participants who are members of the Department of Water and Power Retirement Plan will be held in May 2012 and seated July 1, 2012.

Authority for the elections is provided in the City of Los Angeles Administrative Code Division 4, Chapter 14. Rules regarding how elections will be conducted are provided in the Board's adopted Elections Policy (attached).

Staff has been working with the City Clerk's Office to establish the following schedule of events leading up to the election, as follows:

Date	Activity	Status
December 2, 2010	Coordination Meeting - City Clerk and Deferred Comp. Staff	Completed
January 5, 2011	City Clerk finalized calendar and notified print shop of upcoming print jobs	Completed

February 11, 2011	Send request to Great-West and Controller to generate mailing lists of eligible voters	Currently in the process
February 22, 2011	GM of Personnel Dept. to notify City Clerk of the upcoming election	Draft completed
February 28, 2011	Provide # of voters, accounting info. (Fund #, IDO #, Acct. #) to City Clerk	
March 16, 2011	Send drafts of Nominating Petition packet to City Clerk for review	
March 16, 2011	Eligible voters will receive a detailed letter informing them of the elections including the requirements for both voting and candidacy	
March 16, 2011	Send request to Great-West and Controller to generate updated lists of eligible voters	
March 25, 2011	Nominating petitions available from Deferred Compensation Plan staff between 8:00 AM to 4:00 PM	
March 25, 2011	Send list of eligible voters to City Clerk to be used for signature verification of Nominating Petitions	
April 8, 2011	Nominating petitions due to Deferred Compensation Plan staff by 5:00 PM. Deliver occupational ballot designation by candidates to City Clerk.	
April 8, 2011	Send draft Notice of Election to City Clerk	
April 15, 2011	Obtain copy of approved Official Ballot from City Clerk for attachment to the Notice of Election	
April 20, 2011	Personnel Dept. sends Primary Roster (alpha order) to City Clerk	
April 29, 2011	Send "Notice of Election" to City Clerk for posting; election date, sample ballot with candidate names, rules concerning eligibility to vote, etc.	
April 29, 2011	GSD Mail Services mail ballot packets to voters; Deliver ballots to LAPD for distribution to confidential members	
May 13, 2011	Ballots can be returned personally to City Clerk. Election Division will place ballot box at the Front Counter	
May 17, 2011	Provide names of designated observers (maximum of two), candidates names, and Plan staff to City Clerk	
May 20, 2011	Election Day (ends at 5:00 P.M.)	
May 20, 2011	Plan staff to send list of those who retired or no longer members of the Plan to City Clerk	
May 24, 2011	Canvass of Election results at the City Clerk-Election Division Office	
May 27, 2011	Last day to file for written protests to City Clerk-Election Division	
June 3, 2011	Last day for City Clerk to certify results to the Board	

Submitted by: _____
Natasha Gameroz

Reviewed by: _____
Steven Montagna

Approved by: _____
Alejandrina Basquez