

Deferred Compensation Plan BOARD REPORT 14-24

Date: June 17, 2014
To: Board of Deferred Compensation Administration
From: Staff
Subject: Election of Third Provisional Chair

*Board of Deferred
Compensation Administration
Eugene K. Canzano, Chairperson
John R. Mumma, Vice-Chairperson
Cliff Cannon, First Provisional Chair
Tom Moutes, Second Provisional Chair
Michael Amerian
Ray Ciranna
Mary Higgins
Robert Schoonover
Margaret Whelan*

Recommendation:

That the Board of Deferred Compensation Administration elect a new Third Provisional Chair.

Discussion:

The Third Provisional Chair position was vacated by its previous incumbent, Sangeeta Bhatia, upon her retirement in April 2014. The Board's Bylaws stipulate that the Board officer positions of the Chair, Vice-Chair, and First, Second, and Third Provisional Chairs be elected every January of every even numbered year, or at a meeting subsequent to an officer's separation from the Board.

The Third Provisional Chair assumes the duties of the Chairperson should the Chairperson, Vice-Chairperson, and the First and Second Provisional Chairs not be in attendance at a Board meeting. An excerpt of the Bylaws regarding officer duties is attached for additional information.

The next opportunity for the Board to conduct an election for Board officer positions will be at the January 2016 meeting.

Submitted by: _____
Esther Chang

Approved by: _____
Steven Montagna

EXCERPT FROM THE BOARD BYLAWS

3. GOVERNANCE AND ADMINISTRATION OF MEETINGS

3.1. Board Officers – The Board shall elect a Chair, Vice-Chair, and First, Second, and Third Provisional Chairs at its first meeting following the first day in January of every even numbered year; or in the event one of the individuals holding one of these titles separates from the Board, at the earliest possible meeting following that individual's separation. Presiding over meetings shall be the responsibility of the Chair; or, in the absence of the Chair, the Vice-Chair; or, in the absence of both the Chair and Vice-Chair, each Provisional Chair in numerical ranking assuming the absence of all those higher in the successive order. That successive order shall be as follows:

- (1) Chair
- (2) Vice Chair
- (3) First Provisional Chair
- (4) Second Provisional Chair
- (5) Third Provisional Chair

This same successive order would apply in the event that attendance of a Board representative is required at a meeting of the Los Angeles City Council, a City Council Committee, or other similar event.

3.2. Chair Duties and Responsibilities – The Chair will exercise the powers and will perform the duties and functions as specified herein:

- A. Recommend to the Board for its consideration the formation, or dissolution of standing committees;
- B. Form and dissolve ad hoc committees;
- C. Appoint members to each standing or ad hoc committee; and
- D. Preside at all Board meetings, ensuring that such meetings are conducted in an efficient manner and in accordance with the City Charter and LAAC, applicable public meeting laws including the Ralph M. Brown Act, and relevant Board policies, including utilizing Robert's Rules of Order as a guideline in conducting meetings.

3.3. Vice-Chair & Provisional Chairs Duties and Responsibilities – The Vice-Chair, or in the absence of the Vice-Chair, the Provisional Chairs in successive order as outlined in 3.1, will exercise the powers and perform the duties and function as specified herein:

- A. Assume the duties of the Chair when the Chair is absent, or when the Chair shall designate the Vice-Chair/Provisional Chairs to act; and
- B. Assume the duties of Chair for the balance of the Chair's term or until a majority of the Board elects a new Chair in the event of the death, resignation, removal from office, expiration of term, or permanent incapacity of the Chair.