

# DEFERRED COMPENSATION PLAN BOARD REPORT 15-28

Date: May 14, 2015  
 To: Board of Deferred Compensation Administration  
 From: Staff  
 Subject: - Conference and Training Travel Elections FY 2015-16  
 - NAGDCA Conference Update

Board of Deferred Compensation Administration  
 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

**Recommendation:**

That the Board of Deferred Compensation Administration:

- 1) Review information contained in this report regarding conference and training events for Fiscal Year (FY) 2015-16 and provide staff with completed travel/training preference requests by Wednesday, May 27, 2015; and
- 2) Review information pertaining to NAGDCA conference registration changes.

**Discussion:**

At its October 21, 2014 meeting the Board approved a proposed 2015-16 training program. The Board, through adopted motion, subsequently added the Wharton School Advanced Investment Management course to the 2015-16 training program.

The 2015-16 training program includes conference events and educational programs as shown below, which are also detailed with full descriptions in Attachment A.

No.	2015/16 Conference Travel locations	Tentative Date(s)	Location
1	NAGDCA (National Association of Governmental Defined Contribution Administrators)	September 27-30, 2015	Indianapolis, IN
2	Wharton School – Advanced Investment Management	September 29 – October 2, 2015	Philadelphia, PA
3	Plan Sponsor Council of America	October 14-16, 2015	Chicago, IL
4	International Foundation of Employee Benefit Plans	November 8-11, 2015	Hawaii
5	Pensions & Investments West Coast Conference	October 18-20, 2015	San Francisco, CA
	Pensions & Investments East Coast Conference	March 2016 ( <i>Actual Dates TBA</i> )	(TBD)
6	Wharton School – Portfolio Management Course	April 2016 ( <i>Actual Dates TBA</i> )	Philadelphia, PA ( <i>anticipated</i> )
7	Mercer Global Investments Forum	June 2016 ( <i>Actual Dates TBA</i> )	(TBD)
8	Plan Sponsor National Conference	June 2016 ( <i>Actual Dates TBA</i> )	Chicago, IL ( <i>anticipated</i> )
9	IFEBP – Public Sector 401, 403, 457 Plans	Unknown	TBD

**Preference Notification:** Board members are asked to indicate their preference for attending external travel and education events by filling out the online travel preference form at

<http://goo.gl/pTwwe5> or by completing the attached paper form (Attachment B). All Board members are asked to submit their preferences by Wednesday, May 27, 2015.

The adopted Board travel policy allows for each Plan Board/staff member to attend one external training event per fiscal year. However, since not all Board members attend trainings, there is typically a surplus of travel funds which has historically allowed for members to attend up to two training events per year. Staff is therefore requesting that Board members indicate their first and second training event preferences. Staff will then report back on the training events relative to the budgeted resources.

Board members should not expend any personal funds for any travel events until final approval has been provided by the Mayor and travel authorities are issued by the City Controller. Staff will provide further information as it becomes available.

**NAGDCA Annual Conference - Registration Changes**

In previous years, staff was able to reserve hotel rooms for Board attendees. However, the NAGDCA Annual Conference policy has changed effective in 2015 and now requires all attendees to officially register for the conference before a hotel room can be reserved. Due to this policy change, staff asks that Board members who plan to attend NAGDCA notify staff at the earliest possible date so that staff can coordinate registration and assist Board members with booking a room at the conference hotel.

Registration for the 2015 Annual Conference opened in April 2015. Individuals with delayed registrations may be subject to accommodations outside the conference hotel location. The hotel conference rate is available until August 28, 2015 and subject to availability. Additional information is available in Attachment C.

Submitted by: \_\_\_\_\_  
Paul Makowski

Reviewed by: \_\_\_\_\_  
Alexandra Castillo

Approved by: \_\_\_\_\_  
Steven Montagna

## Deferred Compensation Plan Conference and Training Events 2015-16

### 1. **National Association of Government Defined Contribution Administrators (NAGDCA)**

The National Association of Government Defined Contribution Administrators (NAGDCA) is an organization consisting of government and industrial members pursuing legislative enhancements to defined contribution plans and providing educational benefits to its membership. The annual conference is focused on issues affecting state and local government administrators of primarily Section 457 defined contribution plans. The conference generally includes sessions reviewing federal legislative developments, current trends on plan design and administration, and education on plan fundamentals.

**Travel dates:** September 27-30, 2015      **Travel destination:** Indianapolis, Indiana  
<http://www.nagdca.org/dnn/NewsEvents/AnnualConference2015.aspx>

#### Purpose and Benefit

The NAGDCA 2015 Conference is an annual event that provides detailed discussions and legislative updates regarding plan administration of defined contribution plans. The conference provides valuable training opportunities in areas relative to the administration of the City of Los Angeles' Deferred Compensation 457 Plan.

### 2. **Wharton School – Advanced Investments Management Course**

In partnership with the International Foundation of Employee Benefit Plans (IFEBP), the Wharton School of the University of Pennsylvania offers an Advanced Investments Management course: a rigorous 3½-day course designed for individuals with a solid grasp on investment management fundamentals. An outline of the course includes: Performance Analysis, Macroeconomy, Advance Asset Allocation and Bond Management, International Investing, and Evaluation of Managers. A refresher workshop is available as a one-day course immediately before this event.

**Travel dates:** September 29 – October 2, 2015      **Travel destination:** Philadelphia, PA  
<https://www.ifebp.org/education/certificateprograms/wharton/advancedinvestments/Pages/default.aspx>

#### Purpose and Benefit

Attendance of the Wharton program will provide advanced investment management instruction from an experienced top level educator.

### 3. **Plan Sponsor Council of America**

The Plan Sponsor Council of America (PSCA) is a nonprofit association that provides services, best practice information, and advocacy to defined contribution plan sponsors. Members have access to a broad range of resources and programs that address the varying needs of both small and large companies. Membership includes 1,200 companies ranging in size from Fortune 100 firms to small, entrepreneurial businesses.

**Travel dates:** October 14-16, 2015      **Travel destination:** Chicago, IL  
<http://www.psca.org>

#### Purpose and Benefit

Attendance of the conference will provide valuable training and networking opportunities related to the administration of the City of Los Angeles' Deferred Compensation 457 Plan.

#### **4. International Foundation of Employee Benefit Plans**

The International Foundation of Employee Benefit Plans is a non-profit organization that focuses on providing a wide array of educational and networking opportunities to professionals administering employee benefits and compensation. The 61<sup>st</sup> Annual U.S. Employee Benefits Conference is formatted to provide a large list of seminar options in which attendees can build their itinerary from broader overall topics.

**Travel dates:** November 8-11, 2015      **Travel destination:** Honolulu, Hawaii  
<http://www.ifebp.org/education/usannual/Pages/default.aspx>

##### Purpose and Benefit

The IFEBP conference provides training in federal legislative developments, the current trends and best practices on plan design and administration as well as basic education on plan fundamentals. The Annual Conference would provide attendees with essentials and information to improve the sustainability of administering the City of Los Angeles' Deferred Compensation 457 Plan.

#### **5. Pensions and Investments (East or West) Conference**

Pension and Investments is a company dedicated to providing comprehensive retirement and investment industry information via its online and distributed print editions. The 2015 West Coast Conference is comprised of panel discussions and keynote speaker presentations regarding fiscal and administrative concerns. Conference registration for Plan Sponsors is usually complimentary if booked in advance. The East Coast event has yet to be announced, but is expected to be of similar content and structure.

**Travel dates:** West Coast: October 18-20, 2015      **Travel destination:** San Francisco, CA  
 East Coast: Unknown      **Travel destination:** TBD (Florida anticipated)  
<http://www.pionline.com/conferences>

##### Purpose and Benefit

Attendance of the conference will provide valuable training and networking opportunities related to the administration of the City of Los Angeles' Deferred Compensation 457 Plan.

#### **6. Wharton School – Portfolio Management Course**

In partnership with the International Foundation of Employee Benefit Plans, the Wharton School of the University of Pennsylvania offers a Portfolio Concepts and Management course: a 3½-day course that offers lecture/discussion sessions, problem-solving exercises and small group breakout sessions. This course lays the groundwork for the core principles of portfolio theory and investment performance measurement, offering the practical tools and experiences needed to make sound investment management decisions.

**Travel dates:** April (TBD) 2016      **Travel destination:** TBD (Philadelphia anticipated)  
<https://www.ifebp.org/education/certificateprograms/wharton/portfolioconcepts/Pages/default.aspx>

##### Purpose and Benefit

Attendance of the Wharton program will provide detailed investment management instruction from an experienced top level educator.

## 7. **Mercer Global Investment Forum**

Mercer is a world-wide firm comprised of professional consultants and experts in the fields of Health, Wealth, and People and works directly with its clients. The Mercer Global Investment Forums are a series of events around the world with focuses on idea sharing and networking between institutional investors and plan managers.

**Travel dates:** June (TBD) 2016      **Travel destination:** TBD

<http://www.mercersignatureevents.com/investmentforums/2015/index.shtml>

### Purpose and Benefit

The 2016 forum has yet to be announced, but the 2015 forum provided exposure to a global platform where topical investment concepts and insights are discussed.

## 8. **PLANSPONSOR National Conference**

PLANSPONSOR is an organization focused on putting trending topics of the retirement industry into the hands of its public and private sector membership through its online content and print editions of the PLANSPONSOR magazine. The 2015 event has not been announced, but the PLANSPONSOR 2014 National Conference, entitled “Defining Success: Setting and achieving goals for your company’s retirement plan and its participants”, showcases collaborations of field experts on legislation, education, and administration topics.

**Travel dates:** June (TBD) 2016      **Travel destination:** TBD (Chicago anticipated)

<http://www.plansponsor.com/event/psnc2014/>

### Purpose and Benefit

PLANSPONSOR is an organization identifying trends affecting defined contribution plans across the nation. Their annual conference provides a forum for interaction and peer education on relevant topics. Attendance of the conference will provide valuable training opportunities related to the administration of the City of Los Angeles’ Deferred Compensation 457 Plan.

## 9. **IFEBP (International Foundation of Employee Benefit Plans) – Public Sector 401, 403, 457 Plans\***

The International Foundation of Employee Benefit Plans is a non-profit organization that focuses on providing a wide array of educational and networking opportunities to professionals administering employee benefits and compensation. Their Certificate Series programs are a series of courses focused on pursuit of receiving a particular designation, but which can also be taken individually and separate from pursuit of a certificate.

**Travel dates:** Unknown      **Travel destination:** Unknown

<http://www.ifebp.org/education/certificateprograms/certificateprograms/Schedule/Pages/default.aspx>

### Purpose and Benefit

The Public Sector 401, 403, 457 Plans course identifies core principals of each plan type and provides a learning experience that combines valuable materials, instruction and networking opportunities.

*\*Staff is still verifying whether this training will be available and/or whether it may occur at another date within the fiscal year.*

## Board of Deferred Compensation Administration Travel Request Form 2015-16

Board Member Name: \_\_\_\_\_

Please indicate your primary and alternate choices below.

	2015-16 Travel Options	Tentative Date(s)	Location	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice
1	NAGDCA (National Association of Governmental Defined Contribution Administrators)	September 27-30, 2015	Indianapolis, IN	<input type="checkbox"/>	<input type="checkbox"/>
2	Wharton School – Advanced Investment Management	September 29 – October 2, 2015	Philadelphia, PA	<input type="checkbox"/>	<input type="checkbox"/>
3	Plan Sponsor Council of America	October 14-16, 2015	Chicago, IL	<input type="checkbox"/>	<input type="checkbox"/>
4	IFEBP Annual Conference	November 8-11, 2015	Honolulu, Hawaii	<input type="checkbox"/>	<input type="checkbox"/>
5	Pensions & Investments West/East Coast Conference	October 18-20, 2015	San Francisco, CA	<input type="checkbox"/>	<input type="checkbox"/>
		March 2016 (Actual Dates TBA)	(TBD)	<input type="checkbox"/>	<input type="checkbox"/>
6	Wharton School – Portfolio Management Course	May 2016 (Actual Dates TBA)	Philadelphia, PA	<input type="checkbox"/>	<input type="checkbox"/>
7	Mercer Global Investments Forum	June 2016 (Actual Dates TBA)	(TBD)	<input type="checkbox"/>	<input type="checkbox"/>
8	Plan Sponsor National Conference	June 2016 (Actual Dates TBA)	(TBD)	<input type="checkbox"/>	<input type="checkbox"/>
9	IFEBP – Public Sector 401, 403, 457 Plans	Unknown	(TBD)	<input type="checkbox"/>	<input type="checkbox"/>

Submit completed forms to Paul Makowski by Wednesday, May 27, 2015:

Fax: 213-978-1590  
Email: [paul.makowski@lacity.org](mailto:paul.makowski@lacity.org)





**NEW THIS YEAR - ONLY REGISTERED ATTENDEES CAN BOOK A HOTEL ROOM.**

**UPON REGISTERING FOR THE CONFERENCE, YOU WILL RECEIVE A CONFIRMATION EMAIL WITH A LINK TO BOOK YOUR HOTEL RESERVATION. INDIVIDUALS WHO HAVE NOT REGISTERED FOR THE CONFERENCE ARE NOT ELIGIBLE FOR THE HOTEL GROUP RATE.**

**GOVERNMENT MEMBERS: PLEASE NOTE, YOU MAY REGISTER FOR THE CONFERENCE AND SELECT AN OPTION TO PAY LATER.**

NOTE: Sunday - Wednesday Meeting Pattern

**JW Marriott Indianapolis**  
10 S West Street  
Indianapolis, IN 46204

Daily Hotel Room Rates -  
Single/Double: \$185

Check In and Check Out  
Check in: 3:00 p.m.  
Check out: 11:00 a.m.

Hotel block cutoff date is August 28, 2015.

Transportation to Hotel

- The JW Marriott is located 12 miles (approximately 13 minutes) from the Indianapolis International Airport.
- The hotel does NOT offer complimentary shuttles.
- Overnight parking at the JW Marriott is \$37 for self-parking daily and \$42 for valet daily. Self parking is available off Washington St past the Courtyard and Springhill Suites hotels, 2nd entrance is off of Maryland St.
- Approximate cab fare is \$35 each way.
- Go Green Shuttle Express is a nonstop service from the airport to all major downtown hotels and offers a flat rate fee of \$10. To make reservations, visit: [http://goexpresstravel.com/indy\\_express](http://goexpresstravel.com/indy_express). The Go Green Express Shuttle operates from 8:00 am to 11:00 pm 7 days a week. Priority is given to online reservations.