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# DEFERRED COMPENSATION PLAN BOARD REPORT 07-19



Date: May 1, 2007

To: Board of Deferred Compensation Administration

From: Staff

Subject: NAGDCA Conference

Recommendation:

That the Board of Deferred Compensation Administration approve the necessary funding for available Board members and staff to attend the 2007 NAGDCA conference in Palm Springs, California.

Discussion:

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 organization's 2007 conference is being held in Palm Springs, CA September 15-19. 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 basic education on plan fundamentals.

A preliminary conference schedule is attached. Assuming the Board approves funding for the conference, staff will reserve a bloc of rooms. However, Board members should indicate to staff as soon as possible whether it is or is not their intention to attend, so that any unneeded rooms can be released to other NAGDCA members.

Staff has generated an estimate of conference costs per attendee. Given the fact that the conference this year is essentially local, staff's estimate assumes transportation by car and only a four-night stay, as opposed to the usual five nights. Staff is also assuming that individuals will not be attending either of the pre-conference events, which could add one-two nights of conference attendance and up to \$100 in fees for the pre-conference sessions.

<b>Expense</b>	<b>Amount</b>	
4-Night Stay @ \$174 per night w/14.9% tax)	\$	817
Registration	\$	500
Transportation (Estimated)	\$	100
Miscellaneous (Food, Taxis, etc.)	\$	250
<b>Total--&gt;</b>	<b>\$</b>	<b>1,667</b>

Staff has been working on room reservations with individual Board members. Staff will contact each member to confirm attendance and arrival/departure dates.

Submitted by: \_\_\_\_\_  
 Steven Montagna

Approved by: \_\_\_\_\_  
 Maryanne Keehn