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DEFERRED COMPENSATION PLAN BOARD REPORT 08-14



Date: April 3, 2008
To: Board of Deferred Compensation Administration
From: Staff
Subject: Board Elections

Recommendation:

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

Discussion:

As indicated at last month's meeting, effective July 1, 2008, the governance changes to the Board of Deferred Compensation Administration approved by the City Council will begin taking effect. The changes that will be implemented on this date include:

- Directly elected representatives of Plan participants who are also members of the Los Angeles City Employees Retirement System (LACERS) and Police/Fire Pensions will be seated; and
- The City Treasurer's position will be replaced by the three managers for LACERS, Pensions and DWP Retirement.

The elections for the LACERS and Pensions seats will be held in June 2008. Elected representatives for retired participants and participants who are members of the Department of Water and Power Retirement Plan will be seated July 1, 2009, and their elections will be held in June 2009. Authority for the elections is provided in City of Los Angeles Administrative Code Division 4, Chapter 14. Rules regarding how the elections will be conducted, in the form of the Board's approved Elections Policy, are posted on the Plan-level website (<http://www.lacity.org/per/DeferredComp/DeferredComp.htm>).

Following is an updated schedule of events, completed and pending, concerning the election:

Date	Event	Description	Status
March 7, 2008	Initial Mailing	Plan participants received a special mailing including several topics, one of them being an announcement that elections will be held for LACERS/Pensions representatives.	Completed
March 14, 2008	Department Notification	As required by the Board's adopted policy, official notification of the upcoming elections was provided to the City Clerk and the General Manager of the Personnel Department.	Completed
March 18, 2008	Mailing List	The City Controller was contacted to generate a mailing list of eligible voters.	Completed
April 1, 2008	Election Letter	Eligible voters were mailed a detailed letter informing them of the elections including the requirements for both voting and candidacy (see footnote). ¹	Completed
April 18, 2008	Petitions Made Available	Prospective candidates will be able to obtain their petitions from Plan staff between 7 AM and 5 PM	
May 2, 2008	Petitions Due	All outstanding petitions will be due by 5 PM to Deferred Compensation Plan staff.	
May 2, 2008	Revised Mailing List Due to City Clerk	A revised mailing list is due to the City Clerk in order for them to have the most current list of eligible voters prior to generating the print order for ballots. The spreadsheets are produced by the City Controller.	
May 23, 2008	Notice of Election	A Notice will be posted with the election date, sample ballot, rules concerning eligibility to vote, and additional voter information.	
May 30, 2008	Mail Ballots	Official Ballots will be mailed to all eligible participants.	
June 13, 2008	Revised Mailing List Due to City Clerk	A revised mailing list is due to the City Clerk in order for them to verify voters who claim recent (post May 2) eligibility to vote.	
June 13, 2008	Election Day	All ballots will be due to the office of the City Clerk by 5 PM.	
June 27, 2008	Election Results	No later than this date the City Clerk shall furnish the official results of the Election to the Board.	

Submitted by: _____ / _____
Steven Montagna Ashley Stracke

Approved by: _____
Maryanne Keehn

¹ As noted in previous correspondence to the Board, the service used by Great-West for Plan communications mismatched the elections notifications for LACERS and Pensions. Members of LACERS received the Pensions notification, and members of Pensions received the LACERS notification. The notifications were re-issued along with an explanation and apology letter. The explanation/apology were posted on the website and also sent as a Citywide e-mail. The error and re-issuance of the notifications had no impact on the election schedule.