

BOARD OF DEFERRED
COMPENSATION
ADMINISTRATION

SHELLEY SMITH
CHAIRPERSON

JOYA C. DE FOOR
VICE-CHAIRPERSON

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EUGENE K. CANZANO
DON KEITH
RICHARD KRAUS
BILL STEIN
MARGARET M. WHELAN

DEFERRED COMPENSATION PLAN BOARD REPORT 08-27



Date: July 1, 2008

To: Board of Deferred Compensation Administration

From: Staff

Subject: Election of Officers & Committee Membership

Recommendation:

That the Board of Deferred Compensation Administration conduct its Election of Officers and review Board members interest in participating on its Investments Committee and Plan Governance & Administrative Issues Committee.

Discussion:

Election of Officers - The Board votes bi-annually for its Chairperson and Vice-Chairperson. In years past this election has taken place at the June Board meeting of every even-numbered year, to be effective the following month. However, given the significant re-composition of the Board effective in July 2008, the Board opted to postpone its decision until its July meeting.

The current Chairperson is Maggie Whelan and the Vice-Chairperson is Bill Stein. Typically in years past nominations have been offered by Board members and then the Board has taken its vote.

Board Committees – The Board has two permanent Committees: the Investments Committee and the Plan Governance & Administrative Issues Committee. The former is concerned with issues related to the design of the Plan's investment menu; the latter is concerned with issues affecting the governance and administration of the Plan. Both Committees meet as-needed and after a specific issue has been referred for consideration by the full Board. In the past, when meetings have taken place, they have been scheduled on the fourth Wednesday of the month, but these schedule times can be reconsidered to accommodate the schedules of members.

Following are some examples of recent Committee work. Over the past year the Investments Committee has been studying the potential for redesigning the Plan's core investment menu in order to reduce the number of options and brand them by the City's Plan rather than by

investment provider. As an outgrowth of this effort the Committee developed a participant survey, the results of which are being presented at this month's Board meeting.

The Plan Governance & Administrative Issues Committee recently looked at the Plan's fee structure. The Committee's work resulted in an institution of a fee cap and elimination of the "fifty-cent" payroll fee that used to accompany each participant contribution.

Given the significant changes brought about by this month's re-composition of the Board, and further given that the Board will be taking action to select a Chairperson, it may be useful for Board members to indicate their interest in serving on one of the two Committees so that the Chairperson can take that information into account in making his/her selections. Expressions of interest can be provided at the Board meeting or shortly thereafter, depending on the wishes of the Chairperson. Appointments would be expected to occur quickly given that both Committees now have outstanding issues for which meetings need to be scheduled.

Submitted by:

Steven Montagna