



CITY OF *Los Angeles* DEFERRED COMPENSATION PLAN

BOARD REPORT 18-21

Date: April 17, 2018

To: Board of Deferred Compensation Administration

From: Staff

Subject: Plan Projects and Activities Report

Board of Deferred Compensation Administration

John R. Mumma

Chairperson

Vacant

Vice-Chairperson

Raymond Ciranna

First Provisional Chair

Robert Schoonover

Second Provisional Chair

Wendy G. Macy

Third Provisional Chair

Cliff Cannon

Neil Guglielmo

Linda P. Le

Don Thomas

Recommendation:

That the Board of Deferred Compensation Administration receive and file staff monthly activity report for March 2018, to include updates regarding Governance; Current Projects; Completed Projects/Meeting Calendar; Staffing; and Committee Assignments.

Discussion:

Following are updates on certain key items for the month of March 2018.

A. Governance

Board of Deferred Compensation Administration 2018 Elections – Staff has continued its ongoing work with the City Clerk to coordinate 2018 elections for the DWP Active Participant Representative and Retired Participant Representative. Nominating petitions were due on March 29, 2018. Two applications were submitted and approved to run for the Retired Participant Representative seat (Eugene Canzano and Thomas Moutes). One applicant applied for the DWP Active Participant Representative seat (Hovhannes Gendjian).

The ballots are scheduled to be mailed out to voters on April 25, 2018, with election day scheduled for May 11, 2018. The last day to certify the results of the elections to the Board is May 25, 2018.

B. Current Projects

Automatic Enrollment Program – On April 6, 2018, staff had a discussion with Voya's representatives, including their legal counsel, regarding regulatory and logistical considerations related to staff's proposed process to auto-enroll newly sworn Police members of the Los Angeles Police Protective League (LAPPL). Voya confirmed that they are able to accommodate staff's proposed process. Staff is next scheduling a meeting with LAPPL to review and obtain their input regarding the proposed process.

C. Completed Projects/Meeting Calendar

Attachment A provides a list of monthly completed projects, as well as a calendar of upcoming Board meetings and proposed topics.

D. Staffing

Following is a summary of staff positions supporting the Deferred Compensation Plan:

Position Authority	Incumbent Class	Function	Est. Percent Reimbursed by DCP	Staff Member
Personnel				
Chief Personnel Analyst	Chief Personnel Analyst	Executive Director	20%	Steven Montagna
Senior Personnel Analyst II	Senior Personnel Analyst II	Operations Manager	90%	Vacant
Management Analyst	Management Analyst	Administration/Policy	90%	Matthew Vong
Management Analyst	Personnel Analyst	Metrics/Communications	90%	Daniel Powell
Management Analyst	Personnel Analyst	Governance/Special Projects	90%	Kevin Hirose
Benefits Specialist	Sr. Administrative Clerk	Participant Services	90%	Claudia Guevara
City Attorney				
Assistant City Attorney	Assistant City Attorney	Board Counsel	25%	Curt Kidder
Legal Assistant	Legal Assistant	Participant Legal Services	40%	Vicky Williams

E. Committee Assignments

Following is the current committee roster as designated by the Board Chairperson:

Plan Governance & Administrative Issues Committee	Investments Committee
John R. Mumma, Chair	Raymond Ciranna, Chair
	Neil Guglielmo

Neil Guglielmo, LACERS General Manager, has volunteered to serve on the Investments Committee. The Board Chairperson has deferred taking action on filling the Committee seats until all Board seats are filled, which should occur by the Board's July 17, 2018 meeting, as well as officer elections to fill the vacant Vice-Chairperson seat.

Submitted by: _____
Kevin Hirose

Approved by: _____
Steven Montagna

COMPLETED PROJECTS & UPCOMING MEETINGS CALENDAR

COMPLETED PROJECTS: MARCH 2018		
#	STATUS	PROJECT
1	Completed	Board Report – Proposed Adjustments to Participant Fees and 2018 Budget Adoption
2	Completed	Board Report – Plan Audits
3	Completed	Board Report – Plan Goals, Strategies and Metrics
4	Completed	Board Report – Automatic Enrollment Program
5	Completed	Board Report – Consulting Services Contract Extensions
6	Completed	Board Report – Plan Projects & Activities Report

BDCA UPCOMING MEETINGS CALENDAR		
Meeting Date	Agenda Item	Presentation
May 15, 2018	Board Report: Plan Audit RFP	Quarterly Investment & Economic Review (1Q 2018)
	Board Report: Auto Enrollment Update	Investment Manager Presentation - Brandes
	Board Report: Social Media Engagement	
	Board Report: Monthly Activities Report	
June 19, 2018	Board Report: Training-Travel FY 18/19	TPA Quarterly Review (1Q 2018)
	Board Report: Quarterly Reimbursements 1Q 2018	
	Board Report: 2018 NRSW Campaign	
	Board Report: Monthly Activities Report	
July 17, 2018	Board Report: Investment Manager Searches	Fiduciary/Investment Policy Statement Training
	Board Report: Goals, Strategies and Metrics	
	Board Report: Election Results	
	Board Report: Monthly Activities Report	