



L.A. CERA

RETIREMENT ELECTION SUBMISSION POLICY

Board of Retirement Policy
February 1, 2023

Retirement Election Submission Policy

Authorizing Manager: W. Louis Gittens, Benefits Division

Effective Date: February 1, 2023

Last Updated: N/A

Mandatory Review: February 1, 2028 (Every 5 Years)

Approval Level: Board of Retirement

I. Purpose

Government Code Section 31672 states that the effective retirement date for an eligible member cannot be more than 60 days after the date that the member files an application for retirement, unless a different number of days has been approved by the Board. This policy memorializes the approval of LACERA's Board of Retirement to extend the retirement election submission period to 90 days.

II. Scope

This policy pertains to the acceptance of eligible Service Retirement elections to LACERA from members and attorneys-in-fact (AIF). This policy does not pertain to Disability Retirement application submissions.

III. Legal Authority

CERL Sections 31672, 31672.1, 31672.3 require a member to submit a written application to retire up to 60 days prior to their indicated retirement date, unless the Board of Retirement authorizes a different number of days.

IV. Definitions

Retirement Election: A valid written document stating the member's intention to service retire and their elected retirement date. This is different from a Disability Retirement application submission.

V. Policy Statement

Effective the date of this policy, LACERA will accept retirement elections 90 days prior to the retirement date.

VI. References

These references are intended to help explain this policy and are not an all-inclusive list of policies, procedures, laws, and requirements. The following information complements and supplements this document:

Related Policies: Not Applicable

Related Procedures: Not Applicable

Related Forms/Templates: Not Applicable

Other Related Information:

Related CERL: 31672

31672. Voluntary retirement; application; conditions

(a) A member who has reached 70 years of age or a member who has completed 10 years of service and who has reached 55 years of age, or a member who has completed 30 years of service regardless of age, may be retired upon filing with the board a written application, setting forth the date upon which the member desires the member's retirement to become 196 effective. Fifty-five years of age in the preceding sentence may be reduced to 50 years of age in a county by resolution of the board of supervisors. The effective retirement date shall not be either of the following:

- (1) Earlier than the date the application is filed with the board.
 - (2) More than 60 days after the date of filing the application or more than a number of days that has been approved by the board.
- (b) This section shall not apply to any member who is subject to the provisions of the California Public Employees' Pension Reform Act of 2013 (Article 4 (commencing with Section 7522) of Chapter 21 of Division 7 of Title 1) for all or any portion of that member's membership in the county retirement system.

Similar language exists under 31672.1 and 31672.3

The Safety Sections were amended with Assembly Bill 1824 and will be reflected in the 2023 edition of CERL.

VII. Version History

Policy Issue Date: February 1, 2023

Policy Effective Date: February 1, 2023

Policy Update/Review Summary: Not Applicable

VIII. Policy Review/Approval

This policy was approved by the Board of Retirement on February 1, 2023 and shall be reviewed every five (5) years after the original effective date.