

## **AGENDA**

### **THE MEETING OF THE**

### **DISABILITY PROCEDURES AND SERVICES COMMITTEE and**

### **BOARD OF RETIREMENT\***

### **LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION**

**300 North Lake Avenue, 8<sup>th</sup> Floor Board Room  
Pasadena, CA 91101**

**April 4, 2012 - 9:00 a.m.\*\***

#### **Membership**

Will Pryor, Chair  
Ed C. Morris, Vice Chair  
Yves Chery  
Simon S. Russin  
Shawn Kehoe, Alternate

- I. APPOINTMENT OF VOTING MEMBER(S) IN THE EVENT ONE OR MORE REGULAR COMMITTEE MEMBERS ARE ABSENT**
- II. APPROVAL OF THE MINUTES**  
of the Regular Meeting of February 1, 2012 (attached)
- III. FOR INFORMATION**
- IV. ACTION ITEMS**
  - A. Renew Service Provider Agreements for Private Investigative Services
  - B. Renew Service Provider Agreements for MMPI Testing Services
  - C. Renew Service Provider Agreements for Job Analysis Services
  - D. Renew Service Provider Agreements for Court Reporter Services
  - E. Proposed Changes to Disability Retirement Application Processing
  - F. Recommendation to Issue Request for Proposal (RFP) for Document Duplication and Related Services

**V. MISCELLANEOUS (Discussion)**

**VI. PUBLIC COMMENT**

**VII. GOOD OF THE ORDER**

**VIII. ADJOURNMENT**

**\*The Board of Retirement has adopted a policy permitting any member of the Board to attend a standing committee meeting open to the public. In the event five (5) or more members of the Board of Retirement (including members appointed to the Committee) are in attendance, the meeting shall constitute a joint meeting of the Committee and the Board of Retirement. Members of the Board of Retirement who are not members of the Committee may attend and participate in a meeting of a Board Committee but may not vote on any matter discussed at the meeting. The only action the Committee may take at the meeting is approval of a recommendation to take further action at a subsequent meeting of the Board.**

**\*\*Although the meeting is scheduled for 9:00 a.m., it can start anytime thereafter, depending on the length of the Board of Retirement meeting. Please be on call.**

**Assistive Listening Devices are available upon request. American Sign Language (ASL) Interpreters are available with at least three (3) business days notice before the meeting date.**

**Any documents subject to public disclosure that relate to an agenda item for an open session of the Committee, that are distributed to members of the Committee less than 72 hours prior to the meeting, will be available for public inspection at the time they are distributed to a majority of the Committee, at LACERA's offices at 300 North Lake Avenue, suite 820, Pasadena, California during normal business hours from 9:00 a.m. to 5:00 p.m. Monday through Friday.**

**Persons requiring an alternative format of this agenda pursuant to Section 202 of the Americans with Disabilities Act of 1990 may request one by calling the Disability Retirement Services Division at 626-564-2419 from 7:30 a.m. to 5:00 p.m. Monday through Friday, but no later than 48 hours prior to the time the meeting is to commence.**

**MINUTES OF THE MEETING OF THE  
DISABILITY PROCEDURES AND SERVICES COMMITTEE  
and  
Board of Retirement\*\***

**LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION  
300 NORTH LAKE AVENUE, 8<sup>TH</sup> FLOOR BOARD ROOM, PASADENA, CA 91101  
GATEWAY PLAZA**

**April 4, 2012, 10:45 a.m. – 11:44 a.m.**

**COMMITTEE MEMBERS**

PRESENT: Ed C. Morris, Vice Chair  
Yves Chery  
Simon S. Russin  
Shawn Kehoe, Alternate

ABSENT: Will Pryor, Chair

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

Sadonya Antebi  
William de la Garza  
Marvin Adams  
Les Robbins

STAFF, ADVISORS, PARTICIPANTS

Jorja Frank  
JJ Popowich  
Steve Tallant  
Ricki Contreras  
Frank Boyd  
Vincent Lim  
Robb Van Der Volgen  
Gregg Rademacher  
Oliver Kuzma, M.D.

Eugenia Der  
Shari Altmark  
Richard Schlosser  
Nichelle Porter  
Mercie Martinez  
Maria Muro  
Debra Martin  
Laura Delgado  
Maisha Coulter

Anna Kwan  
Penelope Huerta  
Vicki Neely  
Jim Alvarez  
Tamara Caldwell  
Debbie Semnanian  
Andy Demetroulis  
Darren Huey

ATTORNEYS  
Allison Barrett  
Thomas Wicke  
Tanya Garza

GUEST SPEAKER

**I. APPOINTMENT OF VOTING MEMBER(S) IN THE EVENT ONE OR MORE REGULAR COMMITTEE MEMBERS ARE ABSENT**

**II. APPROVAL OF MINUTES OF THE REGULAR MEETING OF April 4, 2012**

A motion was made by Mr. Chery and seconded by Mr. Russin to approve the minutes of the regular meeting of April 4, 2012. The motion passed unanimously.

**III. FOR INFORMATION**

None

**IV. ACTION ITEMS**

A – D. Renew Service Provider Agreements for:

- a) Private Investigative Services
- b) MMPI Testing Services
- c) Job Analysis Services
- d) Court Reporter Services

A motion was made by Mr. Chery and seconded by Mr. Russin on the staff recommendation. The motion passed unanimously.

E. Proposed Changes to Disability Retirement Application Processing

At the April 4, 2012 Committee meeting, Ricki Contreras gave an overview of the current Disability Retirement Application process. Ms. Contreras presented different processing options that would help expedite specific disability cases. These cases would be flagged as a “streamline” case. The Committee requested that our Legal department be part of the final decision on what cases would be expedited. Mr. Vincent Lim from our Legal division agreed with the Committee’s request.

After a lengthy discussion and input from the Committee and staff, regarding the proposed changes of the application process a motion was made by Mr. Chery and seconded by Mr. Russin to accept the proposed recommendation and submit to the Board of Retirement for final approval. Mr. Chery amended his recommendation to include Thomas Wicke's recommendation to include a physician statement or narrative medical report in order to amend the application. The motion passed unanimously.

F. Recommendation to Issue Request for Proposal (RFP) for Document Duplication and Related Services

Ricki Contreras gave an overview and discussed the Request for Proposal for a copy service vendor. Ms. Contreras advised the Committee of the cost of having copies done internally vs. with an outside copy service. After a brief discussion a motion was made by Mr. Chery with a slight modification and seconded by Mr. Kehoe to accept the proposed recommendation to issue a Request for Proposal. The motion passed unanimously.

V. **MISCELLANEOUS** (Discussion)

Mr. Kehoe requested that staff give a presentation on the current case load timeline and that the presentation include the following topics regarding the timeline:

- Explanation of why it takes 12 to 14 months to process a file
- What can be done to improve the current timeline
- How the number of staff working on the cases affects the timeline

VI. **PUBLIC COMMENT**

VII. **GOOD OF THE ORDER**

VIII. **ADJOURNMENT**

With no further business to come before the Disability Procedures and Services Committee, the meeting was adjourned at 11:44 a.m.

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