

NOTICE OF MEETING AND AGENDA

**SPECIAL MEETING OF THE OPERATIONS OVERSIGHT COMMITTEE
and
BOARD OF RETIREMENT***

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

**300 North Lake Avenue, Suite 810
Pasadena, CA 91101**

April 15, 2014 - 9:00 A.M.**

COMMITTEE MEMBERS:

Shawn R. Kehoe, Chair
William de la Garza, Vice Chair
Marvin Adams
Yves Chery
Ronald Okum, Alternate

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the regular meeting of March 13, 2014

II. PUBLIC COMMENT

III. ACTION ITEMS

A. Recommendation as submitted by James Beasley, Administrative Services Division: Approve the release of a Request for Quotations (RFQ) for the Board of Investments and all committee agendas and memorandum for back-file conversion. (Memorandum dated April 2, 2014)

IV. FOR INFORMATION

A. LACERA Operations Briefing
Robert Hill/JJ Popowich

B. Active Death Case Management Update
Bernie Buenaflor/Carlos Barrios

April 15, 2014

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V. MISCELLANEOUS

VI. GOOD OF THE ORDER

(For information purposes only)

VII. 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 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 preceding it. Please be on call.**

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 Cynthia Guider at (626)-564-6000, from 8:30 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. 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.

MINUTES OF THE REGULAR MEETING OF THE
OPERATIONS OVERSIGHT COMMITTEE
and
BOARD OF RETIREMENT*

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

GATEWAY PLAZA - 300 N. LAKE AVENUE, SUITE 810, PASADENA, CA 91101

APRIL 15, 2014, 2:40 P.M. – 2:50 P.M.

COMMITTEE MEMBERS

PRESENT: Shawn R. Kehoe, Chair
William de la Garza, Vice Chair
Yves Chery
Ronald Okum, Alternate

ABSENT: Marvin Adams

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

Alan Bernstein
Vivian H. Gray
Les Robbins

STAFF, ADVISORS, PARTICIPANTS

Robert Hill
JJ Popowich

James Beasley
Bernie Buenaflor

The meeting was called to order by Chair Kehoe at 2:40 p.m. Due to the absence of Mr. Adams, the Chair announced that Mr. Okum, as the alternate, would be a voting member of the Committee.

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the regular meeting of March 13, 2014

Mr. Okum made a motion, Mr. de la Garza seconded, to approve the minutes of the regular meeting of March 13, 2014. The motion passed unanimously.

II. PUBLIC COMMENT

III. ACTION ITEMS

A. Recommendation as submitted by James Beasley, Administrative Services Division: Approve the release of a Request for Quotations (RFQ) for the Board of Investments and all committee agendas and memorandum for back-file conversion. (Memorandum dated April 2, 2014)

Mr. Kehoe made a motion, Mr. de la Garza seconded, to approve the recommendation. The motion passed unanimously.

IV. FOR INFORMATION

A. LACERA Operations Briefing

Messrs. Hill and Popowich presented the monthly briefing on LACERA's operations. Many of the items highlighted may recur in subsequent briefings or may result in a future comprehensive OOC presentation.

➤ Public Records Request Update

B. Active Death Case Management Update
Bernie Buenaflor/Carlos Barrios

Mr. Buenaflor presented the quarterly update on the Active Death Case Management System. The purpose of this system is to offer much closer service to the survivors and beneficiaries of members who pass away while actively employed by the County. This particular group often needs more counseling, as frequently those who are in active service have not made preparation for an untimely death. LACERA is addressing this by utilizing a one-on-one case management system, with trained counselors in constant communication with the survivors/beneficiaries, tracking cases until they are closed.

IV. FOR INFORMATION (Continued)

As of March 31, 2014, there are 14 active death cases, 11 under 60 days, 3 between 60 and 180 days. In the majority of the cases, we are waiting for the final claim forms and documents to be received.

V. MISCELLANEOUS

VI. GOOD OF THE ORDER

(For information purposes only)

VII. ADJOURNMENT

The meeting adjourned at 2:50 p.m.

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