

MINUTES OF THE 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

THURSDAY, JANUARY 14, 2016, 11:00 A.M. – 12:15 P.M.

**COMMITTEE MEMBERS**

PRESENT: Joseph Kelly, Chair  
Yves Chery, Vice Chair  
Anthony Bravo  
Ronald Okum  
David L. Muir, Alternate

**ALSO ATTENDING:**

**BOARD MEMBERS AT LARGE**

Alan Bernstein (*left at 11:30 a.m.*)  
Vivian H. Gray  
Shawn R. Kehoe  
Les Robbins

**STAFF, ADVISORS, PARTICIPANTS**

|                  |                 |
|------------------|-----------------|
| Robert Hill      | John Gaffney    |
| JJ Popowich      | Cynthia Guider  |
| Gregg Rademacher | Holly Henderson |
| James Pu         |                 |

The meeting was called to order by Chair Kelly at 11:00 a.m.

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the special meeting of November 4, 2015

Mr. Chery made a motion, Mr. Bravo seconded, to approve the minutes of the special meeting of November 4, 2015. The motion passed unanimously.

II. PUBLIC COMMENT

III. FOR INFORMATION

A. Retirement Benefits Strategic Plan for Fiscal Years Ending 2017-2019  
Gregg Rademacher

Mr. Rademacher discussed the Retirement Benefits Strategic Plan, including the current plan's strategic initiatives, making suggestions for improvement, and exploring new ideas to help achieve LACERA's mission to Produce, Protect, and Provide the Promised Benefits. Some key items being focused on are:

- Disability Retirement
- Workspace
- LACERA.com
- Knowledge and Content Management
- Advanced CERL Education Certification
- Succession Planning
- Member Centric Process Management

The Committee requested that the development of a student internship program be added as a milestone to the Plan.

The Strategic Plan will be reviewed at the Board Offsite to ensure that we have alignment before bringing it to the Board in February for adoption.

B. LACERA Operations Briefing  
Robert Hill/JJ Popowich

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
- Report of Felony Forfeiture Cases Processed

III. FOR INFORMATION (Continued)

C. Fiscal Year 2014-2015 Budget Control Report as of June 30, 2015  
Kaelyn Ung/Holly Henderson

Holly Henderson presented the Budget Control Report for fiscal year 2014-2015, based on actual expenditures through June 30, 2015. Total operating expenses for the LACERA Administrative Budget are projected to be \$62.9 million, an underexpenditure of approximately \$2.7 million from LACERA's operating budget.

The Retiree Healthcare Benefits Program Budget's total operating expenses are projected to be \$5.4 million. This represents an overexpenditure of approximately \$122,000 from the operating budget.

Total operating expenses for the OPEB Trust Budget are projected to be \$153,000, representing an overexpenditure of approximately \$19,000.

D. Member Portal: Upcoming New Look and Features  
James Pu

Mr. Pu discussed the current rebuilding of LACERA's Member Portal interface, focusing on constructing a member experience that is both purposeful and inviting. Simultaneously we are creating an environment that will seamlessly scale with the growth of technology. John Gaffney followed with a presentation introducing the new look and capabilities of the Member Portal, including the Secure Message Center and digital document delivery.

E. Contract Verification for Vendor Payment Processing  
JJ Popowich

Mr. Popowich discussed the current contract payment process and LACERA's action plan to improve that process to ensure that all goods and services have been received as expected, and that all terms and conditions of the contract have been met by the vendor, before payment is requested and issued. The proposed enhanced procedures will ensure LACERA properly manages contractual relationships and that payments are issued under the terms of an active contract.

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IV. GOOD OF THE ORDER

(For information purposes only)

V. ADJOURNMENT

The meeting adjourned at 12:15 p.m.

**\*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.**