

AGENDA

A REGULAR MEETING OF THE BOARD OF RETIREMENT

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 N. LAKE AVENUE, SUITE 810, PASADENA, CA

9:00 A.M., THURSDAY, JANUARY 9, 2020

*The Board may take action on any item on the agenda,
and agenda items may be taken out of order.*

I. CALL TO ORDER

II. ELECTIONS

(Election of Chair, Vice Chair, Secretary, Joint Organizational Governance Committee and Audit Committee Trustee)

Election of appointed or retired trustees to the Joint Organizational Governance Committee or Audit Committee or the appointment of appointed or retired trustees to any committee will entitle such trustees to an additional \$100 stipend for each committee meeting. Such trustees also receive a \$100 stipend for each Board meeting they attend, up to a total of \$500 per month for all Board and committee meetings. Appointed and retired trustees also receive payment of \$14.75 per hour for up to 8 hours per day, not to exceed \$118 per day, and 32 hours per month, in time spent on review and analysis of disability retirement cases. Such stipends will be reported on FPPC Form 806 and posted on lacera.com.

The Board and committee service of active general and safety member elected trustees is part of their County employment and no additional compensation is paid to them for meetings or review and analysis of disability retirement cases or other aspects of service as a trustee.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

A. Approval of the Minutes of the Regular Meeting of December 4, 2019

B. Approval of the Minutes of the Regular Meeting of December 12, 2019

V. OTHER COMMUNICATIONS

A. For Information

1. November 2019 All Stars
2. Chief Executive Officer's Report
(Memo dated December 18, 2019)

VI. PUBLIC COMMENT

VII. CONSENT ITEMS

- A. Ratification of Service Retirement and Survivor Benefit Application Approvals. (Memo dated December 31, 2019)
- B. Recommendation as submitted by Ricki Contreras, Division Manager, Disability Retirement Services: That the Board grant the appeals and request for an administrative hearing for applicants Sandra Corral and Xochitl R. Mercado. (Memo dated December 20, 2019)
- C. Recommendation as submitted by Ricki Contreras, Division Manager, Disability Retirement Services: That the Board dismiss with prejudice the appeal of Leonard Fontes for an earlier effective date. (Memo dated December 19, 2019)
- D. Recommendation as submitted by Ricki Contreras, Division Manager, Disability Retirement Services: That the Board dismiss with prejudice the appeal of Selwyn Leung for a service-connected disability retirement. (Memo dated December 19, 2019)

VII. EXCLUDED CONSENT ITEMS

VIII. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

IX. NON-CONSENT ITEMS

- A. Recommendation as submitted by Bernie Buenaflor, Benefits Division Manager: That the Board approve and submit to the Board of Supervisors for their approval of the amendments to Regulations V as noted in Exhibit A – Redlined Board of Retirement Regulation V. Prior Service. (Memo dated December 27, 2019)

IX. NON-CONSENT ITEMS (Continued)

- B. Recommendation as submitted by Steven P. Rice, Chief Counsel: That the Board ratify the purchase of Employment Practices Liability insurance coverage, effective June 30, 2019 through June 30, 2020, from Hudson Insurance Company, with limits of \$5 million, at a premium of \$95,000.00 plus fees of \$2,725.00. (Memo dated December 23, 2019)

X. REPORTS

- A. For discussion purposes as submitted by Steven P. Rice, Chief Counsel, regarding the 2020 Board Election Process. (Memo dated December 23, 2019)
- B. For Information Only as submitted by Jill P. Rawal, Staff Counsel, regarding the Fair Political Practices Commission Form 806 – Agency Report of Public Official Appointments. (Memo dated December 30, 2019)
- C. For Information Only as submitted by Ricki Contreras, Division Manager, Disability Retirement Services, regarding the Application Processing Time Snapshot Reports. (Memo dated December 30, 2019)
- D. For Information Only as submitted by Shonita Peterson, Benefits Division, regarding the Disability Board Action Workflow. (Memo dated January 2, 2020)
- E. Monthly Education and Travel Report for November 2019
Ted Granger, Interim Chief Financial Officer
(For Information Only) (Public Memo dated December 20, 2019)
(Confidential Memo dated December 20, 2019 – Includes Anticipated Travel)
- F. For Information Only as submitted by Steven P. Rice, Chief Counsel, regarding the December 2019 Fiduciary Counsel Contact and Billing Report. (Memo dated December 31, 2019) (Privileged and Confidential Attorney-Client Communication/Attorney Work Product)

XI. ITEMS FOR STAFF REVIEW

- XII. GOOD OF THE ORDER
(For information purposes only)

XIII. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

- A. Applications for Disability
- B. Disability Retirement Appeals
- C. Staff Recommendations
 - 1. Recommendation as submitted by Ricki Contreras, Division Manager, Disability Retirement Services: That the Board approve the service provider invoice for SoCal Medical Specialists, Medical Group, Perry R. Secor, M.D. (Memo dated December 18, 2019)
 - 2. Recommendation as submitted by Ricki Contreras, Division Manager, Disability Retirement Services: That the Board approve the service provider invoice for Tye J. Ouzounian, M.D. (Memo dated December 18, 2019)

XIV. EXECUTIVE SESSION

- A. Conference with Legal Counsel – Initiation of Litigation pursuant to paragraph (4) of Subdivision (d) of California Government Code Section 54956.9.
 - 1. One Matter

XV. ADJOURNMENT

Documents subject to public disclosure that relate to an agenda item for an open session of the Board of Retirement that are distributed to trustees of the Board of Retirement 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 Board of Retirement Trustees at LACERA's offices at 300 N. Lake Avenue, Suite 820, Pasadena, CA 91101, during normal business hours of 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 Board Offices at (626) 564-6000, Ext. 4401/4402 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 BOARD OF RETIREMENT

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 N. LAKE AVENUE, SUITE 810, PASADENA, CA

9:00 A.M., WEDNESDAY, DECEMBER 4, 2019

PRESENT: Les Robbins, Vice Chair
Vivian H. Gray (Arrived at 9:04 a.m.)
JP Harris (Alternate Retired)
Shawn R. Kehoe
Ronald Okum
Thomas Walsh

ABSENT: Alan Bernstein, Chair
Gina Zapanta-Murphy, Secretary
Keith Knox
William Pryor (Alternate Safety)
Herman Santos

STAFF ADVISORS AND PARTICIPANTS

Santos H. Kreimann, Chief Executive Officer
John Popowich, Assistant Executive Officer
Steven P. Rice, Chief Counsel
Richard Bendall, Chief Audit Executive
Barry W. Lew, Legislative Affairs Officer

STAFF ADVISORS AND PARTICIPANTS

Fern M. Billingsy, Senior Staff Counsel

Bernie Buenaflor, Benefits Division Manager

Johanna Fontenot, Senior Staff Counsel

Ted Granger, Interim Chief Financial Officer

I. CALL TO ORDER

The meeting was called to order by Mr. Robbins at 9:03 a.m., in the Board Room of Gateway Plaza.

II. PLEDGE OF ALLEGIANCE

Mr. Kehoe led the Board Members and staff in reciting the Pledge of Allegiance.

III. APPROVAL OF MINUTES

(Ms. Gray arrived at 9:04 a.m.)

A. Approval of the Minutes of the Regular Meeting of November 6, 2019

Mr. Harris made a motion, Mr. Kehoe seconded, to approve the minutes of the regular meeting of October 2, 2019. The motion passed unanimously by all trustees present.

IV. OTHER COMMUNICATIONS

A. For Information

1. October 2019 All Stars

Mr. Popowich announced the eight winners for the month of October: Tina Young, David Bayha, Gerald Bucacao, Ani Mazmanyman, Cindy Rivera, Michael Cordial, Monica

IV. OTHER COMMUNICATIONS

A. For Information

1. October 2019 All Stars (Continued)

Lopez, and Laura Magallanes for the Employee Recognition Program. Paola Johns, Henry Gonsalves, Catherine Lumpkin, Julieta Bryan were the winners of LACERA's RideShare Program.

2. Awards

Mr. Kreimann thanked Messrs. Bernstein, Kehoe, and Pryor for their service and whose terms are ending at the end of the year. Messrs. Kehoe and Pryor will be returning as they have been re-elected for a new term.

3. Chief Executive Officer's Report (Memo dated November 22, 2019)

Mr. Kreimann provided the Board with an update and answered questions.

V. PUBLIC COMMENT

There were no requests from the public to speak.

VI. CONSENT ITEMS

A. Ratification of Service Retirement and Survivor Benefit Application Approvals. (Memo dated November 22, 2019)

Mr. Harris made a motion, Mr. Kehoe seconded, to approve this item. The motion passed unanimously by all trustees present.

VII. EXCLUDED CONSENT ITEMS

There were no items to address.

VIII. NON-CONSENT ITEMS

- A. Recommendation as submitted by Bernie Buenaflor, Division Manager, Benefits Division: That the Board 1) Determine, based upon medical evaluation conducted October 8, 2019, that Tammy Bersing-Steiner is not incapacitated for the duties assigned to her in the position of Psychiatric Social Worker I; and 2) Grant the application of Tammy Bersing-Steiner for reinstatement to active membership. (Memo dated November 21, 2019)

Mr. Buenaflor was present and answered questions from the Board.

Ms. Gray made a motion, Mr. Walsh seconded, to approve staff's recommendation. The motion passed unanimously by all trustees present.

- B. Recommendation as submitted by Santos H. Kreimann, Chief Executive Officer: That the Board review the 2020 meeting calendar and consider rescheduling dates that conflict with a holiday and/or the potential of a lack of quorum. (Memo dated November 27, 2019)

Mr. Kreimann was present and answered questions from the Board.

Mr. Kehoe made a motion, Ms. Gray seconded, to schedule the May meeting to a combined Administrative & Disability meeting for May 7, 2020 and the November meeting to a combined Administrative & Disability meeting for November 4, 2020. The motion passed unanimously by all trustees present.

- C. Recommendation as submitted by Gina Sanchez, Chair, Audit Committee, and Richard Bendall, Chief Audit Executive: That the Board authorize staff to amend the Plante Moran Audit Services Agreement for the additional audit services required as a result of LACERA's Post-Employment Benefits (OPEB) plan restructure from a cost sharing multiple employer plan to an agent multiple employer plan. (Memo dated November 25, 2019)

Mr. Bendall was present and answered questions from the Board.

VIII. NON-CONSENT ITEMS (Continued)

Ms. Gray made a motion, Mr. Walsh seconded, to approve staff's recommendation. The motion passed unanimously by all trustees present.

IX. REPORTS

The following items were received and filed.

- A. For Information Only as submitted by Barry W. Lew, Legislative Affairs Officer regarding an Update on SACRS 2020 Legislative Platform. (Memo dated November 20, 2019)
- B. For Information Only as submitted by Fern M. Billingsy, Senior Staff Counsel, regarding the Report of Pensionable Compensation and Compensation Earnable Items. (Memo dated November 20, 2019)
- C. For Information Only as submitted by Ted Granger, Interim Chief Financial Officer, regarding the Semi-Annual Interest Crediting for Reserves as of June 30, 2019 (Audited). (Memo dated October 29, 2019)
- D. For Information Only as submitted by Ted Granger, Interim Chief Financial Officer, regarding the following reports:
 - Monthly Education and Travel Report for October 2019
(Public Memo dated November 25, 2019)
(Confidential Memo dated November 25, 2019 – Includes Anticipated Travel)
 - 1st Quarter Education and Travel Expenditure Reports
(Memo dated November 22, 2019)
- E. For Information Only as submitted by Steven P. Rice, Chief Counsel, regarding the November 2019 Fiduciary Counsel Contact and Billing Report. (Memo dated November 25, 2019) (Privileged and Confidential Attorney-Client Communication/Attorney Work Product)

X. ITEMS FOR STAFF REVIEW

The Board requested that the travel reports identify credits on future reports.

December 4, 2019

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XI. GOOD OF THE ORDER
(For information purposes only)

There were no comments during Good of the Order.

XII. EXECUTIVE SESSION

A. Conference with Legal Counsel – Existing Litigation
(Pursuant to Paragraph (1) of Subdivision (d) of California Government
Code Section 54956.9)

1. Bruce Emerson, Sara Erickson, Mary Tate, and Jane Osumi v. LACERA
LASC Case No. 19 STCP04057

The Board met in Executive Session with counsel pursuant to Paragraph (1) of
Subdivision (d) of California Government Code Section 54956.9. There was nothing to
report.

XIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was
adjourned at 9:37 a.m.

GINA ZAPANTA, SECRETARY

ALAN BERNSTEIN, CHAIR

MINUTES OF THE REGULAR MEETING OF THE BOARD OF RETIREMENT
LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 N. LAKE AVENUE, SUITE 810, PASADENA, CA

9:00 A.M., THURSDAY, DECEMBER 12, 2019

PRESENT: Alan Bernstein, Chair
Les Robbins, Vice Chair
Vivian H. Gray
JP Harris (Alternate Retired)
Shawn R. Kehoe
Keith Knox
Ronald Okum
William Pryor (Alternate Safety)
Herman Santos
Thomas Walsh

ABSENT: Gina Zapanta, Secretary

STAFF ADVISORS AND PARTICIPANTS

Santos H. Kreimann, Chief Executive Officer
Steven P. Rice, Chief Counsel
John Popowich, Assistant Executive Officer
Dr. Vito Campese, Medical Advisor
Ricki Contreras, Division Manager
Disability Retirement Services

STAFF ADVISORS AND PARTICIPANTS

Bernie Buenaflor, Benefits Division Manager

Francis J. Boyd, Senior Staff Counsel

Tamara Caldwell, Specialist Supervisor
Disability Retirement Services

I. CALL TO ORDER

The meeting was called to order by Mr. Bernstein at 9:40 a.m., in the Board Room of Gateway Plaza.

II. PLEDGE OF ALLEGIANCE

Mr. Kehoe led the Trustees and staff in reciting the Pledge of Allegiance.

III. APPROVAL OF MINUTES

A. Approval of the Minutes of the Special Meeting of November 21, 2019

Mr. Santos made a motion, Mr. Knox seconded, to approve the minutes of the special meeting of November 21, 2019. The motion passed with Mr. Robbins abstaining.

IV. PUBLIC COMMENT

There were no requests from the public to speak.

V. CHIEF EXECUTIVE OFFICER UPDATE
(For information purposes only)

Mr. Kreimann provided a brief update on the Board of Investments meeting that took place on November 20, 2019 and answered questions from the Board. He also recognized and thanked Araceli Gamboa and Marilu Bretado for organizing this year's Adopt-A-

V. CHIEF EXECUTIVE OFFICER UPDATE (Continued)
(For information purposes only)

Family, as well as David Bayha for dressing up as Santa Clause for the event. Lastly, he shared that in order to provide the CEO's 100 day assessment and strategic plan for the future, the 2020 Board Offsite will be held on Tues., April 28 and Wed., April 29 instead of in January.

VI. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

Safety Law Enforcement
Service-Connected Disability Applications

On a motion by Mr. Kehoe, seconded by Mr. Bernstein, the Board of Retirement approved a service-connected disability retirement for the following named employees who were found to be disabled for the performance of their duties and have met the burden of proof:

<u>APPLICATION NO.</u>	<u>NAME</u>
124D	ANDRES C. SENDIS
125D	GEORGE A. BETOR, JR.
126D*	MICHAEL A. DAVIS
127D	MICHAEL W. VOGEL
128D	CEDRIC R. CLAYTON
129D	GREGORY P. NELSON
130D*	TORI L. JORDAN
131D	MARTHA Y. BURBA

*Granted SCD – Employer Cannot Accommodate

IV. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

Safety Law Enforcement

Service-Connected Disability Applications

<u>APPLICATION NO.</u>	<u>NAME</u>
132D	MICHAEL D. RANDENBERG
133D*	MICHAEL R. INGE
134D	SCOTT B. ORR
135D	JOHN L. CLARK
136D	NATASHA S. HANNA
137D*	MICHAEL R. CAPRIOLI
138D	CHARLES J. MOYLAN
139D	MARK W. MARTINOVICH
140D	MIREYA VERDUGO
141D	TERENCE P. SCUOLER
142D	MARTHA O. KENNISON
143D	ALLEN R. DOLLENS
144D**	TAI PLUNKETT
145D	ANDREW T. LYNCH
146D	STEVE J. WYATT
147D	HENRY L. MOLINAR, JR.

*Granted SCD – Retroactive

**Granted SCD – Employer Cannot Accommodate

IV. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR
(Continued)

Safety Fire, Lifeguards
Service-Connected Disability Applications

On a motion by Mr. Pryor, seconded by Mr. Robbins, the Board of Retirement approved a service-connected disability retirement for the following named employees who were found to be disabled for the performance of their duties and have met the burden of proof:

<u>APPLICATION NO.</u>	<u>NAME</u>
1179B	JOHN K. NEESE
1180B	GREGORY C. HITCHCOCK
1181B	MARK R. SULLIVAN
1182B	MARCUS A. BESTWICK
1183B	DAVID M. MURRIETTA
1184B	ARTHUR L. SUDDETH
1185B	LEON D. ROSBOROUGH
1186B	DONALD F. RIVAS
1187B	TIMOTHY E. BUSHROW
1188B	DAVID J. AVILA

IV. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR
(Continued)

General Members

Service-Connected Disability Applications

On a motion by Mr. Okum, seconded by Mr. Knox, the Board of Retirement approved a service-connected disability retirement for the following named employees who were found to be disabled for the performance of their duties and have met the burden of proof:

<u>APPLICATION NO.</u>	<u>NAME</u>
2028C	BRIAN K. TISCHLER
2029C*	CHARLES D. BEDFORD
2030C**	LIZA MARIE PEREZ
2031C****/*****	NICOLE D. BELL
2032C*	LUZ A. RESTREPO
2033C**	ROCHELLE GOFF
2034C	KAREN M. DOOLEY
2035C*****	DENNY SUNABE (DEC'D)
2036C	JAMES B. BROWN
2037C*	GREGORY WILLIAMS
2038C**	DAVID DIMES
2039C	LALEH L. ALIABADI

*Granted SCD – Retroactive

**Granted SCD – Employer Cannot Accommodate

***Granted SCD – Salary Supplement

****Applicant Present

*****Granted SCD- Survivor Benefits

V. NON-CONSENT ITEMS

- A. Recommendation as submitted by Bernie Buenaflor, Benefits Division Manager: That the Board 1) Determine, based upon medical evaluation conducted October 11, 2019, that Stephen R. Whitmore is not incapacitated for the duties assigned to him in the position of Special Assistant, Assessor; and 2) Grant the application of Stephen R. Whitmore for reinstatement to active membership. (Memo dated November 27, 2019)

Mr. Kehoe made a motion, Mr. Knox seconded, to approve staff's recommendation. The motion passed unanimously by all Trustees present.

VI. REPORTS

- A. For Information Only as submitted by Ricki Contreras, Division Manager, Disability Retirement Services, regarding the Application Processing Time Snapshot Reports. (Memo dated November 25, 2019)

This Item were received and filed.

IX. ITEMS FOR STAFF REVIEW

The Board provided topic suggestions for the Board Offsite that included common medical terminology and budget strategy. In addition, the Board requested that staff reach out to the Board regarding the details as it relates to the 2020 Board Offsite.

- X. GOOD OF THE ORDER
(For information purposes only)

Mr. Boyd recognized Senior Staff Counsel, Steve Tallant, who recently passed.

Lastly, Mr. Bernstein thanked Supervisor Kuehl for his appointment on the Board of Retirement.

XI. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability

APPLICATION NO. & NAME

BOARD ACTION

5112B – MAYEDEAN B. TURNER

Mr. Kehoe made a motion, Mr. Knox seconded, to deny a service-connected disability retirement and find the applicant not permanently incapacitated. The motion passed unanimously by all trustees present.

5113B – VERDIA HAMILTON

Mr. Kehoe made a motion, Mr. Pryor seconded, to deny a service-connected disability retirement and find the applicant not permanently incapacitated. The motion passed unanimously by all trustees present.

5114B – SANDRA CORRAL

Mr. Okum made a motion, Mr. Knox seconded, to deny a service-connected disability retirement and find the applicant ineligible. The motion passed unanimously by all trustees present.

5115B – MAX MADRID*

Mr. Pryor made a motion, Mr. Knox seconded, to grant a nonservice-connected disability retirement pursuant to Government Code Section 31720.

Ms. Gray made a substitute motion, Mr. Santos second, to refer back to staff for further development. The motion failed (roll call) with Messrs. Knox,

*Applicant Present

XI. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability (Continued)

APPLICATION NO. & NAME

BOARD ACTION

5115B – MAX MADRID (Continued)

Okum, Walsh, Robbins, Kehoe, Bernstein voting no; and Mr. Santos and Ms. Gray voting yes.

The motion to grant a nonservice-connected disability retirement pursuant to Government Code Section 31720 passed (roll call) with Messrs. Knox, Okum, Walsh, Robbins, Kehoe, Bernstein voting yes; and Mr. Santos and Ms. Gray voting no.

5010B – PATRICIA DELGADO

Mr. Knox made a motion, Mr. Robbins seconded, to deny a service connected disability retirement and find the applicant not permanently incapacitated. The motion passed unanimously by all trustees present.

Without objection, the motion was reconsidered.

Mr. Kehoe made a substitute motion, Ms. Gray seconded, to deny a service connected disability retirement and find the applicant not permanently incapacitated without prejudice. The motion passed unanimously by all trustees present.

XI. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability (Continued)

APPLICATION NO. & NAME

BOARD ACTION

5032B – AMBER K. CLAYTON

Ms. Gray made a motion, Mr. Kehoe seconded, to grant a service connected disability retirement pursuant to Government Code Section 31720 since the employer cannot accommodate. The motion passed by all trustees present.

6501A – KIMBERLY H. CHUNG

Ms. Gray made a motion, Mr. Bernstein seconded, to approve the service connected disability retirement to continue. The motion passed by all trustees present.

6894A – ANDREA M. JACKSON

Ms. Gray made a motion, Mr. Santos seconded, to approve the service connected disability retirement to continue. The motion passed by all trustees present.

XII. EXECUTIVE SESSION

- A. Public Employee Performance Evaluation
(Pursuant to Paragraph (1) of Subdivision (b) of California Government Code Section 54957)

Title: Chief Counsel

The Board met in Executive Session pursuant to Paragraph (1) of Subdivision (b) of California Government Code Section 54957. There was nothing to report.

December 12, 2019

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Green Folder Information (Information distributed in each Trustees Green Folder at the beginning of the meeting)

1. Item XII. A. Closed Session/Chief Counsel Performance Evaluation (Privileged and Confidential)

XIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:01 a.m.

GINA ZAPANTA, SECRETARY

ALAN BERNSTEIN, CHAIR



December 18, 2019

TO: Each Trustee
Board of Retirement
Board of Investments

FROM: Santos H. Kreimann *SHK*
Chief Executive Officer

SUBJECT: **CHIEF EXECUTIVE OFFICER'S REPORT**

I am pleased to present the Chief Executive Officer's Report that highlights a few of the operational activities that have taken place during the past month, key business metrics to monitor how well we are meeting our performance objectives, and an educational calendar.

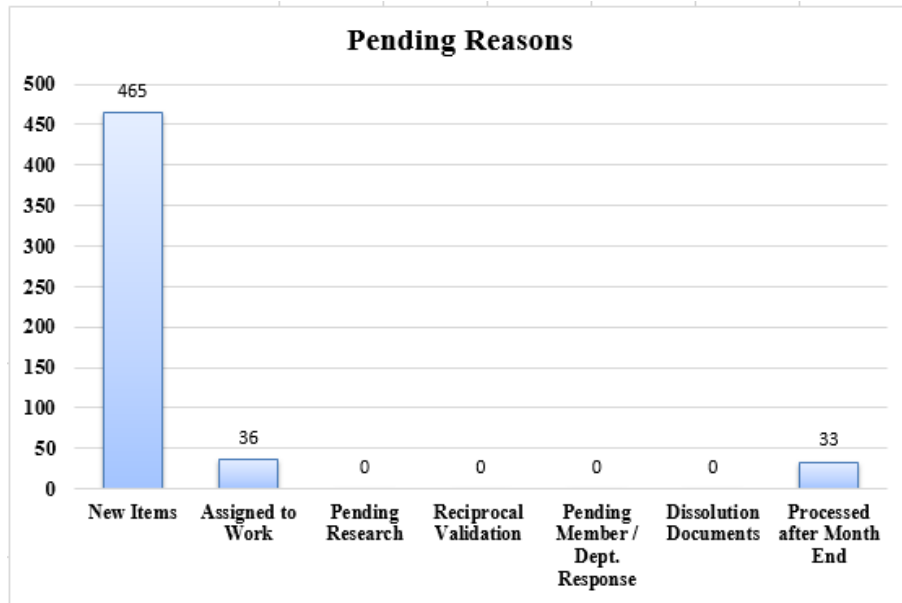
March Madness

We refer to the period beginning in December through the end of March as "March Madness" because retirements tend to spike during this period as members desire to retire in time to be eligible for any April 1st cost-of-living adjustment (COLA) that may be approved. As we have in years past, we are continuing our commitment to share the annual March Madness statistics in the Chief Executive Officer's report. There are two key statistics tracked during this time of year.

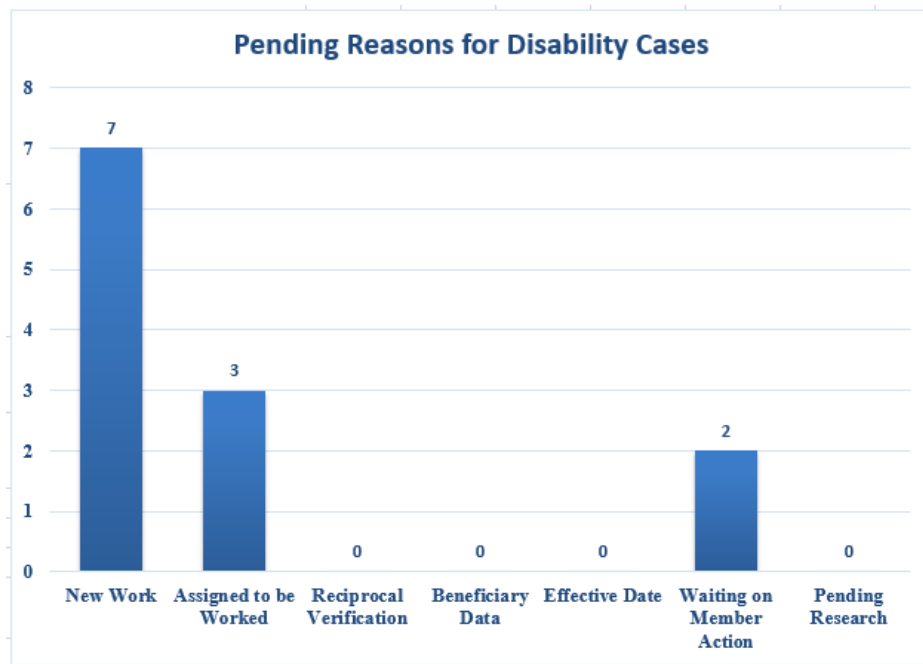
How well are we keeping up with our member's requests to retire? The chart below shows the total number of pending retirement elections. All incoming retirement requests are triaged by staff to facilitate processing those retirements with immediate retirement dates and those, which will require special handling (i.e. legal splits and those with uncompleted service credit purchases).

Retirement Month	Retirement Elections
December 2019	72
January 2020	177
February 2020	114
March 2020	171
Pending Disability Cases	12
Total Pending	546

The 546 retirement elections not completed for December - March are pending for the following reasons:



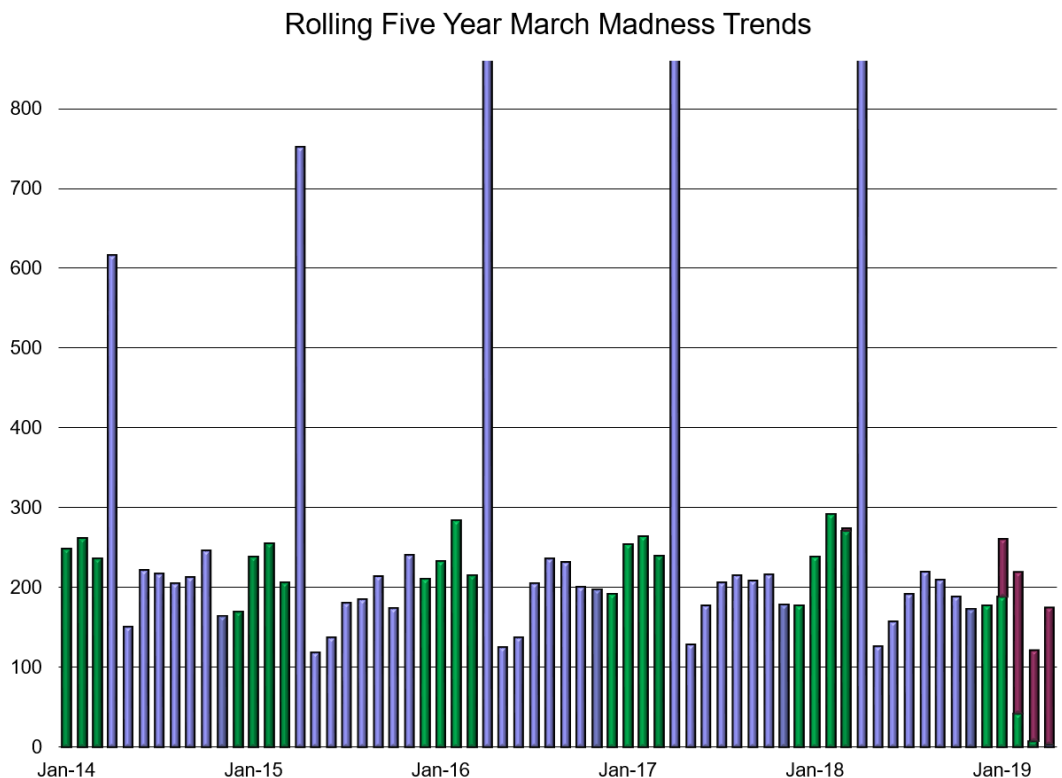
The 113 Pending Disability Cases represents the number of approved disability cases being processed by the Benefits Division. Once a disability has been granted by the Board, the Benefits Division staff work with the member and their employer to select a disability effective date, determine the member's option election, and bring them on payroll. These disability cases are pending for the following reasons:



These cases are not assigned to a specific month in the "March Madness" period because the final effective date has not been determined. As with service retirements, some cases have mitigating factors such as legal splits and uncompleted purchases, which can also extend processing. We expect to successfully meet the retirement agenda deadlines for a majority of our March Madness retirees.

The second key statistic is the volume of retirements during the year, and especially during March Madness. This gives us an indication on the severity of the stress placed on our capacity to meet our various member service requests and demands placed upon our staff.

The green bars in the following chart reflect those members approved by the Board to retire (i.e., their retirement elections have been approved and completed). The red bars reflect those cases that have not been processed as of the date of this report. As of December 17, 2019, we have processed 240 out of 744 retirements for the March Madness period so far. Comparing the total processed and pending per month we are running slightly behind the five-year average (last five completed years) for both December (240 vs. avg. of 242). Putting this into perspective during last year's March Madness 1,764 members retired, which was higher than the rolling five-year average of 1,573 (the five-year averages may change from month-to-month as disability cases are processed due to retroactive retirement dates).



Expanded Member Service Hours for March Madness

Member Services and Systems continue their collaboration to offer expanded hours of operation to six days a week through the end of March. The Member Services Center will be open almost every Saturday through the end of March 2020 for several hours. This allows LACERA to offer additional appointment slots for Saturday. Additionally, we will be offering the Pre-Retirement Workshop each Saturday. I would like to recognize and thank the entire Member Services and Systems teams for their efforts to assist our members.

SHK: jp
CEO report Jan 2020.doc

Attachments

Striving for Excellence in Service



Outreach Attendance
2,808

17,125 Year-to-Date



Outreach Events
56

254 Year-to-Date



Outreach Satisfaction
96.7%

1.0% Change Since Last Mo



Member Service Center
100.0%

-2% Change Since Last Mo

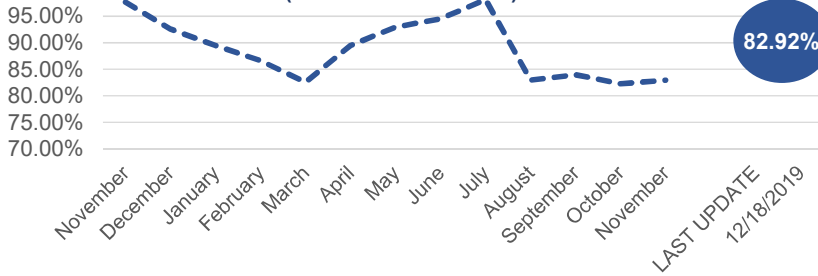


Member Services Calls
10,190

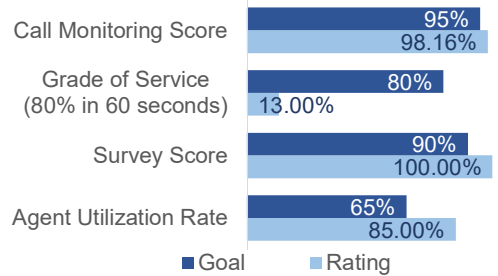
11,180 3 Mo. Avg.

Key Performance Indicator (Overall Performance)

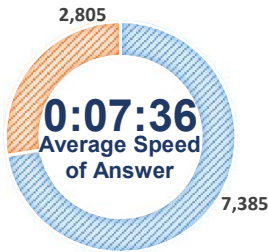
Goal: 100%



Key Performance Indicator (Components)



Member Services



■ Calls Answered ■ Calls Abandoned

Top Calls

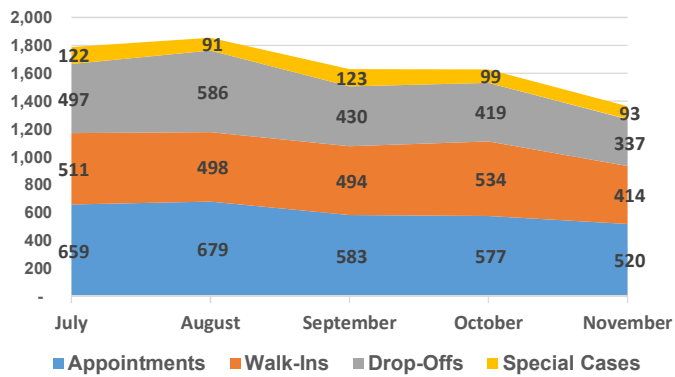
1. My LACERA: Portal Login Issues
2. Workshop Information\Appointments: Inquiry
3. Retirement Counseling: Process Overview



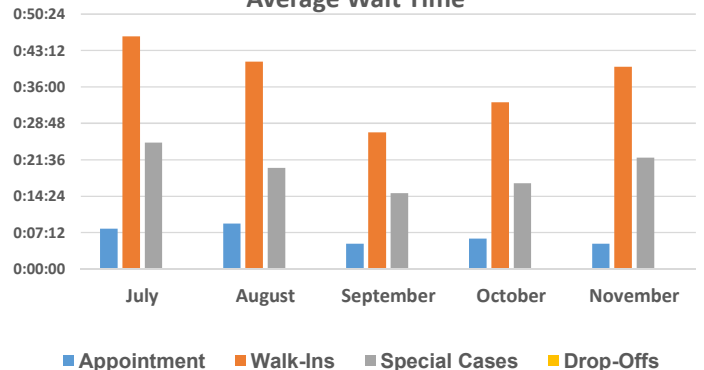
Emails 332
4:48 hours
Avg. Response Time (ART)

Secure Messages 181

Member Service Center Visits



Member Service Center Average Wait Time

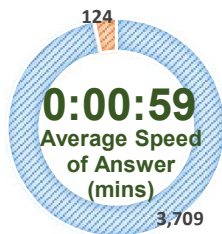


*Drop Off Wait Time: No Waiting



Total RHC Calls: 3,833

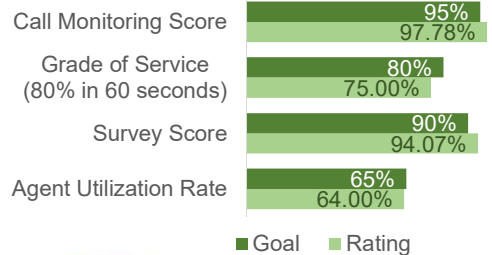
Retiree Healthcare



■ Calls Answered ■ Calls Abandoned

Top Calls

1. Med. Benefits - General Inquiries (RHC)
2. Medical-New Enrollment/Change/Cancel
3. General Inquiries (RHC)



Emails 253
1 Day
Avg. Response Time

Secure Messages n/a

Striving for Excellence in Service (Continued)

Applications

Appeals

Disability

666

**In Process
As Of:
11/30/2019**

683 Pending as of:

47 Received

229 Year-to-Date

0 Re-Opened

0 Year-to-Date

54 To Board - Initial

221 Year-to-Date

10 Closed

18 Year-to-Date

104

**In Process
As Of:
11/30/2019**

102 Pending as of:

5 Received

20 Year-to-Date

3 Admin Closed/Rule 32

9 Year-to-Date

0 Referee Recommended

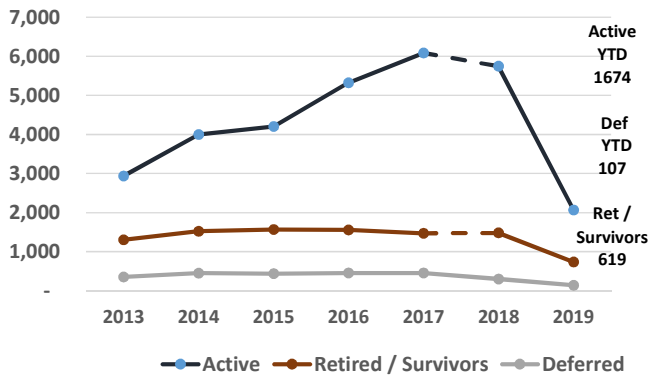
0 Year-to-Date

0 Revised/Reconsidered for Granting

0 Year-to-Date

My LACERA Registrations

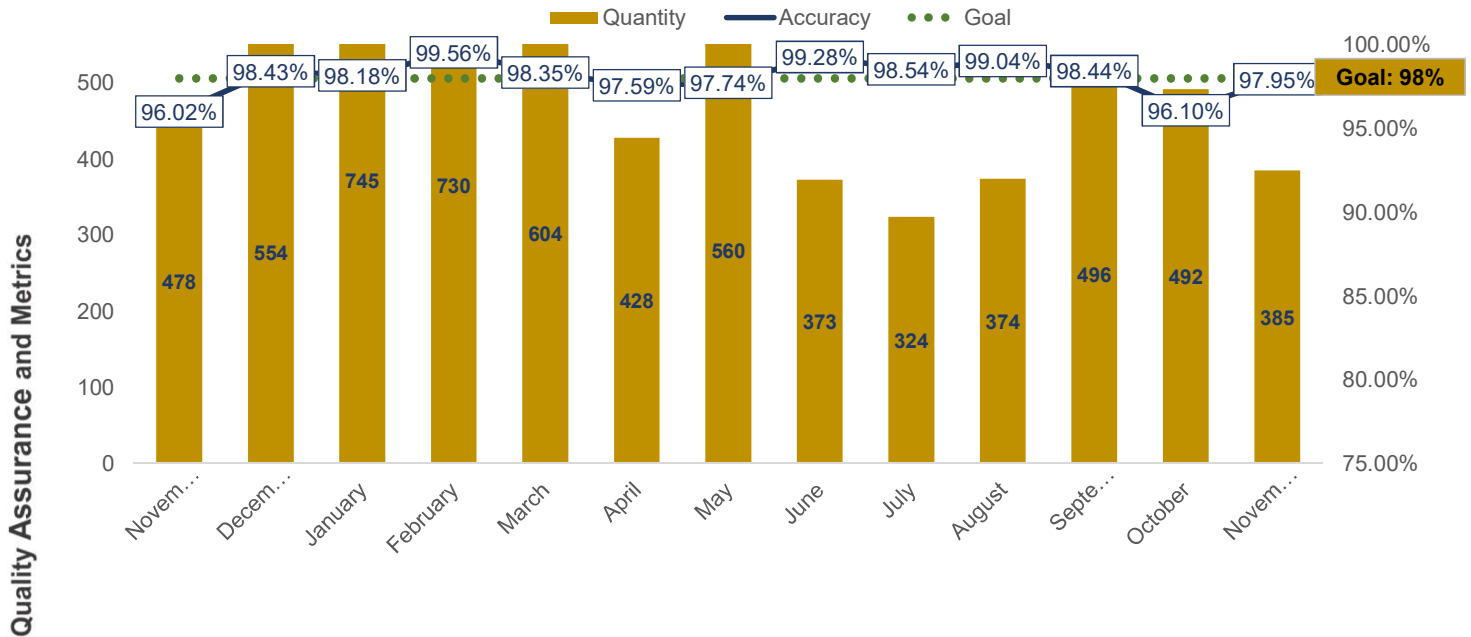
My LACERA



MORE COMING SOON!

Striving for Excellence in Quality

Audits of Retirement Elections, Payment Contracts, and Data Entry Completed by QA



**November
2019
97.95%**



Retirement Elections

181 Samples
97.09% Accuracy

Payment Contracts

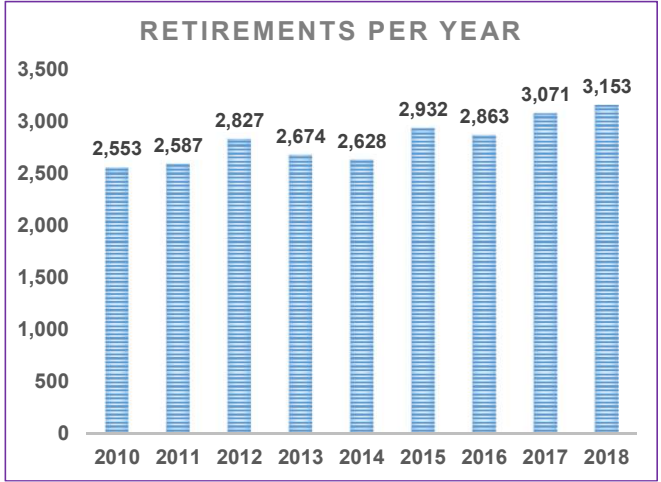
144 Samples
97.33% Accuracy

Data Entry

60 Samples
99.43% Accuracy

Member Snapshot

		Members as of 12/14/19				
		Plan	Active	Retired	Survivors	Total
General	Plan A		98	16,433	4,449	20,980
	Plan B		30	678	69	777
	Plan C		38	427	69	534
	Plan D		41,218	15,953	1,489	58,660
	Plan E		16,989	13,291	1,207	31,487
	Plan G		28,289	39	4	28,332
	Total General		86,662	46,821	7,287	140,770
Safety	Plan A		4	5,189	1,574	6,767
	Plan B		9,582	6,016	297	15,895
	Plan C		3,382	9	0	3,391
	Total Safety		12,968	11,214	1,871	26,053
TOTAL MEMBERS			99,630	58,035	9,158	166,823
% by Category			60%	35%	5%	100%



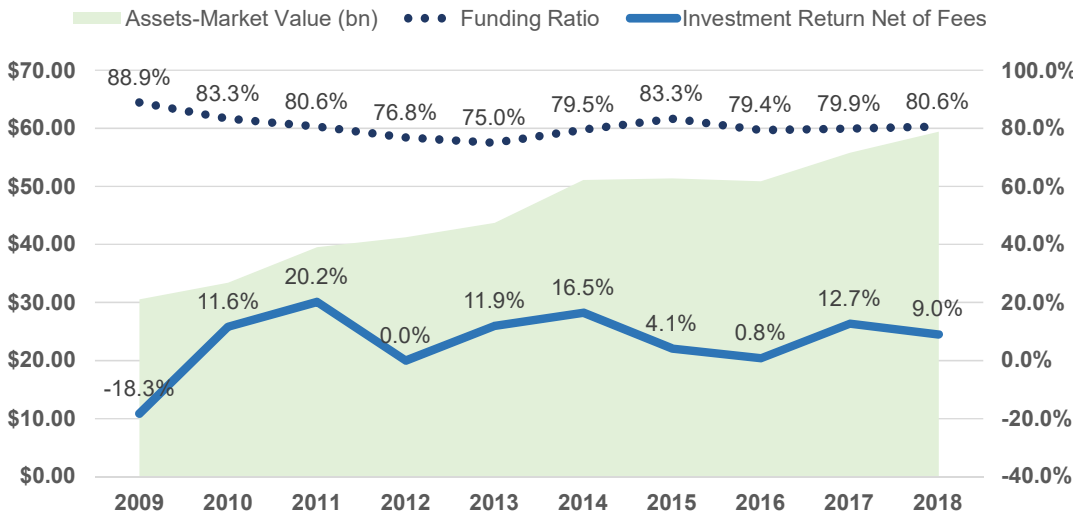
Average Monthly Benefit Allowance Distribution

	General	Safety	Total	%
\$0 to \$3,999	29,957	2,038	31,995	55.40%
\$4,000 to \$7,999	12,375	3,568	15,943	27.60%
\$8,000 to \$11,999	3,100	3,967	7,067	12.24%
\$12,000 to \$15,999	838	1,241	2,079	3.60%
\$16,000 to \$19,999	243	234	477	0.83%
\$20,000 to \$23,999	72	76	148	0.26%
\$24,000 to \$27,999	26	12	38	0.07%
> \$28,000	6	2	8	0.01%
Totals	46,617	11,138	57,755	100%

Average Monthly Benefit Allowance: \$ 4,291.00

Healthcare Program (YTD)		Healthcare Enrollments (Monthly)	
	Employer	Member	
Medical	\$223.9m	\$18.5m	Medical 51,465
Dental	\$18.7m	\$1.9m	Dental 52,789
Part B	\$28.2m	xxxx	Part B 34,839
Total	\$270.7m	\$20.4m	Total LTC 627
			Total 139,720

Key Financial Metrics



Funding Metrics (as of 6/30/19)

Employer NC	9.92%*
UAAL	10.99%*
Assumed Rate	7.25%*
Star Reserve	\$614m
Total Assets	\$58.3b

Contributions (as of 6/30/19)

	Employer	Member
Annual Add	\$1.7b	\$635.4m
% of Payroll	20.91%*	6.88%

*Effective July 1, 2019, as of 06/30/18 actuarial valuation

TOTAL FUND RETURN (Net of Fees)

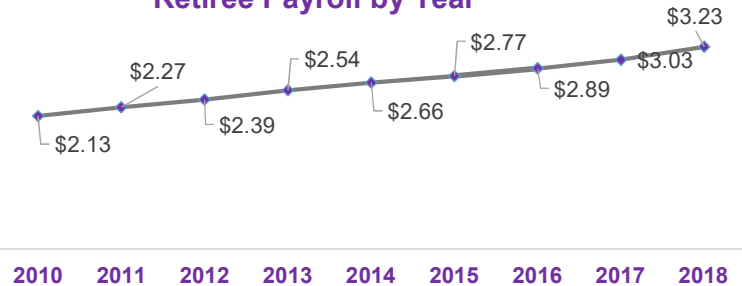
5 YR: 6.5% 10 YR: 9.1%*

Retired Members Payroll

Monthly Payroll	\$298.36m
Payroll YTD	1.5b
New Retired Payees Added	252
Seamless %	96.83%
New Seamless Payees Added	1,401
Seamless YTD	96.79%
By Check %	3.00%
By Direct Deposit %	97.00%

Billions

Retiree Payroll by Year



Date	Conference
January, 2020 26-29	NCPERS Legislative Conference & Visit to Congress Washington, D.C.
February, 2020 7	CALAPRS (California Association of Public Retirement Systems) Round Table – Benefits Avenue of the Arts Hotel, Costa Mesa
10-11	Pension Bridge ESG Summit 2020 San Diego, CA
11-12	2020 Milken Institute MEA Summit Abu Dhabi, United Arab Emirates
12-13	IMN (Information Management Network) Annual Beneficial Owners' Intl. Securities Finance & Collateral Mgmt. Conference Fort Lauderdale, FL
12-14	Pacific Pension Institute (PPI) North American Winter Roundtable Rancho Palos Verdes, CA
25-28 <i>(note date change)</i>	International Corporate Governance Network (ICGN) Conference Seoul, South Korea
25-28	2020 SuperReturn Berlin Conference Berlin, Germany
March, 2020 2-3	National Institute on Retirement Security (NIRS) Annual Conference Washington D.C.
4-5	PREA (Pension Real Estate Association) Spring Conference Beverly Hills, CA
7-10	CALAPRS (California Association of Public Retirement Systems) General Assembly Meeting Rancho Mirage, CA
9-11	Council of Institutional Investors (CII) Spring Conference Washington D.C.
18-19	AHIP (America's Health Insurance Plans) National Health Policy Conference Washington D.C.
29-April 1	World Healthcare Congress Washington D.C.
30-April 1	CALAPRS (California Association of Public Retirement Systems) Advanced Principles of Pension Management for Trustees at UCLA Los Angeles, CA



December 31, 2019

TO: Trustees, Board of Retirement

FOR: Board of Retirement Meeting on January 9, 2020

SUBJECT: Ratification of Service Retirement and Survivor Benefit Application Approvals

The attached report reflects service retirements and survivor benefit applications received as of the date of this memo, along with any retirement rescissions and/or changes approved at last month's Board meeting. Any retirement rescissions or changes received after the date of this memo up to the date of the Board's approval, will be reflected in next month's report.

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PETER L. ANDERSON	DISTRICT ATTORNEY Dept.#DA	12-28-2019	06 YRS 02 MOS
CHARLES T. ANSBERRY	SHERIFF Dept.#SH	02-29-2020	31 YRS 00 MOS
MICHAEL J. BERK	SHERIFF Dept.#SH	12-23-2019	30 YRS 01 MOS
RICHARD E. COLLINS	DISTRICT ATTORNEY Dept.#DA	12-27-2019	30 YRS 02 MOS
JAMES F. CORRIGAN	SHERIFF Dept.#SH	02-20-2020	37 YRS 02 MOS
JOSEPH CROCCO	L A COUNTY FIRE DEPT Dept.#FR	01-31-2020	25 YRS 01½ MOS
CHARLES T. HARVEY	SHERIFF Dept.#SH	03-28-2020	29 YRS 10 MOS
STEPHEN L. HERREL	SHERIFF Dept.#SH	12-28-2019	34 YRS 10 MOS
BRISTOL B. JACKSON	DISTRICT ATTORNEY Dept.#DA	12-27-2019	19 YRS 03 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
AARON W. KING	SHERIFF Dept.#SH	01-31-2020	33 YRS 07½ MOS
DAVID J. MOSER	SHERIFF Dept.#SH	01-31-2020	25 YRS 01½ MOS
STEPHEN T. PAPAYOANOU	DISTRICT ATTORNEY Dept.#DA	12-27-2019	34 YRS 03 MOS
JOHN S. PECK III	SHERIFF Dept.#SH	01-31-2020	25 YRS 08½ MOS
ERIC C. REYNOLDS	L A COUNTY FIRE DEPT Dept.#FR	12-31-2019	36 YRS 10½ MOS
ALLEN L. RICH	SHERIFF Dept.#SH	01-25-2020	30 YRS 02 MOS
MISTY J. RITTER	SHERIFF Dept.#SH	01-31-2020	34 YRS 02½ MOS
CARLOS TEJEDA	DISTRICT ATTORNEY Dept.#DA	01-31-2020	32 YRS 01½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MBASSAM ALSABBAGH	AGRICULTURAL COMM./WTS & MEAS. Dept.#AW	01-31-2020	16 YRS 09½ MOS
DENISE T. AMBROSIO	COUNTY COUNSEL Dept.#CC	01-02-2020	25 YRS ½ MOS
AUDREY R. ANDERSON	PUBLIC DEFENDER Dept.#PD	10-28-2019	39 YRS 09 MOS
DARLENE B. ARCH	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2019	43 YRS 11½ MOS
PATRICIA A. ARMSTRONG	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-13-2019	38 YRS 00 MOS
ROBERT J. AUBUCHON	REG-RECORDER/COUNTY CLERK Dept.#RR	12-28-2019	30 YRS 09 MOS
OJIK BABOMIAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2019	18 YRS 02½ MOS
VIRGINIA C. BAKER	CHILDREN & FAMILY SERVICES Dept.#CH	12-28-2019	22 YRS 07 MOS
CARL A. BARTHELETTE	PUBLIC LIBRARY Dept.#PL	01-10-2020	12 YRS 10½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ANTHONY E. BELL	BOARD OF SUPERVISORS Dept.#BS	01-25-2020	18 YRS 02 MOS
JUDY C. BENAVIDEZ	PARKS AND RECREATION Dept.#PK	12-28-2019	41 YRS 00 MOS
EDUARDO A. BONILLA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	31 YRS 09 MOS
CHERYL V. BOOKER	SHERIFF Dept.#SH	12-02-2019	18 YRS 03½ MOS
DENISE I. BOUSLEY	PUBLIC DEFENDER Dept.#PD	01-01-2020	14 YRS 06½ MOS
DEBORAH A. BURCK	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-31-2019	27 YRS 08½ MOS
JEAN F. BURKE	PUBLIC DEFENDER Dept.#PD	12-31-2019	30 YRS 03½ MOS
NANCY A. CADENA-PEREZ	WORKFORCE DEV AGING & COMM SVC Dept.#CS	12-16-2019	45 YRS 04 MOS
CHRISTOPHER P. CAMILLERI	MENTAL HEALTH Dept.#MH	11-21-2019	21 YRS 05 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
RENE CASAREZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-31-2019	36 YRS 11½ MOS
LILLIAN CASAS	CHILDREN & FAMILY SERVICES Dept.#CH	12-28-2019	33 YRS 08 MOS
ARTURO CASTRO	PUBLIC WORKS Dept.#PW	12-27-2019	34 YRS 04 MOS
DAVID CASTRO	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-31-2020	25 YRS ½ MOS
JEANETTE B. CAUBLE	COUNTY COUNSEL Dept.#CC	12-31-2019	14 YRS ½ MOS
SYLVIA CHASCO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2019	44 YRS 10½ MOS
KAM CHEUNG P. CHENG	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-16-2020	20 YRS 05 MOS
ILDA M. CORDON	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-05-2019	13 YRS ½ MOS
FREDDY L. CORNELIUS	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-30-2019	31 YRS 09 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JOSEPHINE DAMASO	CHILD SUPPORT SERVICES Dept.#CD	11-30-2019	22 YRS 04 MOS
ELSIE G. DAVID	RANCHO LOS AMIGOS HOSPITAL Dept.#HR	02-29-2020	13 YRS 02 MOS
MORINE JEAN DAVIS	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-28-2019	13 YRS 11½ MOS
R. KEITH DAVIS	COUNTY COUNSEL Dept.#CC	01-01-2020	20 YRS 05½ MOS
EVANGELINE DE AGUILAR	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	45 YRS 03 MOS
ELIZABETH M. DE HART	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	10-31-2019	36 YRS 03 MOS
DERAOLD DOLITTLE	PUBLIC WORKS Dept.#PW	03-31-2020	44 YRS 04½ MOS
LEONARD R. DUBREY	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-28-2019	40 YRS 08 MOS
JANET EALY	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2019	29 YRS 05 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ZINA ENGBRETSSEN	COUNTY COUNSEL Dept.#CC	01-03-2020	25 YRS 07½ MOS
ALBERT L. EWING JR	PARKS AND RECREATION Dept.#PK	12-15-2019	12 YRS 03½ MOS
FRANK T. FAN	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-04-2020	11 YRS 03½ MOS
CAROLYN A. FERREK	PUBLIC LIBRARY Dept.#PL	11-30-2019	15 YRS 07 MOS
JAVIER FLORES	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-05-2019	13 YRS 00 MOS
CECENIA O. FORONDA	SHERIFF Dept.#SH	12-28-2019	27 YRS 01 MOS
ANNTOINETTE R. FRANKLIN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	13 YRS 00 MOS
MARIA D. GARRETT	AMBULATORY CARE NETWORK Dept.#HN	01-24-2020	25 YRS 05 MOS
EDESEL J. GARRISON	SHERIFF Dept.#SH	01-31-2020	30 YRS ½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MADLENE GHADIMI	MENTAL HEALTH Dept.#MH	12-28-2019	13 YRS 04 MOS
LYNETTE GILL	DISTRICT ATTORNEY Dept.#DA	12-24-2019	34 YRS 09 MOS
ISAAC A. GINDI	PUBLIC WORKS Dept.#PW	01-22-2020	35 YRS 05 MOS
ROBERT GRAVES	REG-RECORDER/COUNTY CLERK Dept.#RR	12-28-2019	20 YRS 00 MOS
DERRELL W. GRIFFITH	PUBLIC DEFENDER Dept.#PD	01-15-2020	16 YRS 08½ MOS
JOHN C. GUILD	PUBLIC WORKS Dept.#PW	12-17-2019	34 YRS 04 MOS
MARY L. HANDEN	CHILDREN & FAMILY SERVICES Dept.#CH	12-31-2019	30 YRS 11½ MOS
JOHN H. HARRIS	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-19-2019	26 YRS ½ MOS
JOYCE I. HARRIS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2020	31 YRS ½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
CONNIE HARRIS	INTERNAL SERVICES Dept.#IS	11-30-2019	25 YRS 09 MOS
CHARLES H. HAZEL	ASSESSOR Dept.#AS	12-07-2019	31 YRS 09½ MOS
NANCY E. HAZELTINE	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-25-2020	24 YRS 05 MOS
LILLIAN A. HENDRICKS	PROBATION DEPARTMENT Dept.#PB	11-26-2019	20 YRS 09 MOS
MARIA A. HERNANDEZ	PUBLIC HEALTH PROGRAM Dept.#PH	11-30-2019	33 YRS 07 MOS
DOLORES H. HERNANDEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-28-2019	46 YRS 00 MOS
DENISE M. IBARRA	MENTAL HEALTH Dept.#MH	11-30-2019	19 YRS 02 MOS
DEBORAH D. JAHNG	CORRECTIONAL HEALTH Dept.#HC	03-31-2020	14 YRS 05½ MOS
REGALADO O. JAVATE	SHERIFF Dept.#SH	12-31-2019	30 YRS 07½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
BOBBY JIMENEZ	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-31-2020	32 YRS 04½ MOS
MARLENE JIMENEZ	REG-RECORDER/COUNTY CLERK Dept.#RR	01-31-2020	27 YRS ½ MOS
PAUL S. JOHNSON	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-01-2019	14 YRS 08 MOS
JOYLEE G. JONES	RANCHO LOS AMIGOS HOSPITAL Dept.#HR	12-31-2019	42 YRS 09 MOS
SANDRA M. JUAREZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	27 YRS 11 MOS
LORETTA KELLY	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-06-2019	29 YRS 10½ MOS
ANGEL KELLY-BLAYDE	MENTAL HEALTH Dept.#MH	03-27-2020	36 YRS 01 MOS
WON M. KIM	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-31-2019	12 YRS 05½ MOS
PATRICK B. KINNEY	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-04-2020	05 YRS 04½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
STEVEN R. KLAIF	COUNTY COUNSEL Dept.#CC	12-26-2019	09 YRS 05 MOS
SANDRA K. KRITZER	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-15-2019	20 YRS 01½ MOS
FRANK R. KROMKA III	PUBLIC WORKS Dept.#PW	01-01-2020	36 YRS 11½ MOS
MEI KWAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	25 YRS 09 MOS
REGINA R. LARA	INTERNAL SERVICES Dept.#IS	12-31-2019	34 YRS 01½ MOS
KATHLEEN S. LEIST	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2019	17 YRS 11½ MOS
ANITA I. LEON	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-02-2020	20 YRS 07½ MOS
ROBERT A. LEWIT	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-28-2019	30 YRS 01 MOS
JAN C. LOVE	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-28-2019	39 YRS 05 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
STEVEN M. LOWENSTEIN	MENTAL HEALTH Dept.#MH	11-13-2019	08 YRS 04½ MOS
PHILLIP D. MANUEL	PUBLIC WORKS Dept.#PW	01-02-2020	30 YRS 01 MOS
CHERREL A. MARGIS	SHERIFF Dept.#SH	01-22-2020	22 YRS 02 MOS
WILLIAM A. MARGIS	SHERIFF Dept.#SH	01-21-2020	23 YRS 01 MOS
DEBORAH MCHUGH	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-30-2019	41 YRS 01 MOS
MARY E. MEJIA	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-13-2019	17 YRS 08 MOS
RACHEL B. MENDEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2019	47 YRS 03½ MOS
ALICIA MERCADO	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-31-2019	38 YRS 07½ MOS
HILDA MINASSIAN	CHILDREN & FAMILY SERVICES Dept.#CH	12-20-2019	19 YRS 04 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
KATHY MONTES	SHERIFF Dept.#SH	12-28-2019	40 YRS 06 MOS
MARY L. MORRIS	SHERIFF Dept.#SH	12-28-2019	39 YRS 04 MOS
MULAT A. MUSANUR	WORKFORCE DEV AGING & COMM SVC Dept.#CS	12-28-2019	25 YRS 00 MOS
JEMIMA V. OTUBUAH	INTERNAL SERVICES Dept.#IS	11-30-2019	31 YRS 03 MOS
SUREN OVASAPYAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2019	20 YRS 07½ MOS
JOSEPHINE PARAGAS	MENTAL HEALTH Dept.#MH	12-05-2019	29 YRS 06 MOS
CHIUYEN PENG	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-09-2020	17 YRS 09 MOS
GEORGE PEREZ	PUBLIC WORKS Dept.#PW	11-22-2019	25 YRS 00 MOS
ROSA M. PINAL	CHIEF EXECUTIVE OFFICE Dept.#AO	12-11-2019	19 YRS 08½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ANGELO PORFIRIO	BEACHES & HARBORS Dept.#BH	12-27-2019	21 YRS 03 MOS
REBECCA R. PRIETO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-28-2019	39 YRS 09 MOS
DIANE QUARKER	INTERNAL SERVICES Dept.#IS	01-31-2020	18 YRS 04½ MOS
RACHEL RAMOS	JUVENILE COURT HEALTH SERVICES Dept.#HJ	12-03-2019	36 YRS 06½ MOS
LILIA S. REYES	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-28-2019	38 YRS 09 MOS
MARY C. RIVAS	MENTAL HEALTH Dept.#MH	01-31-2020	25 YRS 01 MOS
ROSA ROCHES GUEVA	INTERNAL SERVICES Dept.#IS	01-01-2020	10 YRS ½ MOS
ELIA RODARTE	AMBULATORY CARE NETWORK Dept.#HN	11-30-2019	13 YRS 10 MOS
ELAINE V. RODRIGUEZ	INTERNAL SERVICES Dept.#IS	12-31-2019	36 YRS 06½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MARTHA S. RODRIGUEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-31-2020	26 YRS 04½ MOS
MARIA C. ROSAS	CHILDREN & FAMILY SERVICES Dept.#CH	11-16-2019	29 YRS 08 MOS
JENNIFER S. SCOTT	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-10-2019	31 YRS 07½ MOS
CORI A. SHAFFER	CHILDREN & FAMILY SERVICES Dept.#CH	12-31-2019	25 YRS 03 MOS
MARYSE P. SHERRED	CHILD SUPPORT SERVICES Dept.#CD	12-28-2019	32 YRS 03 MOS
VIRGILIO SINOGAYA	PUBLIC HEALTH PROGRAM Dept.#PH	12-26-2019	12 YRS 08 MOS
JOHN SOLIS	INTERNAL SERVICES Dept.#IS	01-31-2020	36 YRS 06½ MOS
LILIA B. SPENCER	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-06-2019	30 YRS 03½ MOS
ELLEN ST JOHN	DISTRICT ATTORNEY Dept.#DA	11-30-2019	28 YRS 00 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
SAMUEL B. TABAYOYONG	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2019	20 YRS 09 MOS
RICHARD TAKLENDER	DISTRICT ATTORNEY Dept.#DA	01-03-2020	30 YRS 02½ MOS
WILLIAM TAT	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2019	20 YRS 02 MOS
CESAR T. TAVESORA	CORRECTIONAL HEALTH Dept.#HC	11-18-2019	13 YRS 06½ MOS
EDWIN G. TERAN	PUBLIC WORKS Dept.#PW	12-27-2019	42 YRS 10 MOS
KAREN S. TITE	CHILD SUPPORT SERVICES Dept.#CD	12-27-2019	25 YRS 04 MOS
DEBBIE TOMLINSON	RANCHO LOS AMIGOS HOSPITAL Dept.#HR	12-10-2019	46 YRS 09½ MOS
EPHRAIM R. TURNER	DISTRICT ATTORNEY Dept.#DA	12-28-2019	31 YRS 09 MOS
MARY M. VALLEJO	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-21-2019	32 YRS 07 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MIKE R. VASQUEZ	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	03-31-2020	21 YRS ½ MOS
ELLA VOLODARSKY	INTERNAL SERVICES Dept.#IS	01-25-2020	29 YRS 08 MOS
TOM J. VOLPE	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-01-2019	40 YRS 01½ MOS
PAMELA D. WALKER	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2020	28 YRS 04½ MOS
DAVID B. WHITEMAN	MEDICAL EXAMINER-CORONER Dept.#ME	12-16-2019	19 YRS 09 MOS
HELEN WILLIAMS	CHILDREN & FAMILY SERVICES Dept.#CH	12-28-2019	34 YRS 05 MOS
BEVERLY T. WILSON	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-31-2019	17 YRS 04½ MOS
SCOTT W. WILSON	DISTRICT ATTORNEY Dept.#DA	12-31-2019	15 YRS 10½ MOS
YU Y. WONG	INTERNAL SERVICES Dept.#IS	11-27-2019	40 YRS 02 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ANNITIA L. WRIGHT	PROBATION DEPARTMENT Dept.#PB	12-28-2019	33 YRS 01 MOS
ROBERT C. YU	ASSESSOR Dept.#AS	12-31-2019	30 YRS 11½ MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL SURVIVOR APPLICATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JUAN C. JIMENEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	10-01-2019	24 YRS 06 MOS
SPOUSE of SYLVIA JIMENEZ dec'd on 09-30-2019, Sect. #31781.3			
RAFAEL MONTES DE OC	AMBULATORY CARE NETWORK Dept.#HN	10-17-2019	10 YRS 04 MOS
HUSBAND of ALMA R MONTES DE OC dec'd on 10-16-2019, Sect. #31781.1			

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ERIC H. GONZALEZ	SHERIFF Dept.#SH	08-30-2019	12 YRS 01 MOS
LARRY R. HESSELGESSERJ R	SHERIFF Dept.#SH	12-13-2019	05 YRS 09 MOS
MARCUS M. ORTIZ	SHERIFF Dept.#SH	11-15-2019	12 YRS 02 MOS
MITCHELL N. ROSS	SHERIFF Dept.#SH	12-23-2019	05 YRS 02 MOS
ELENA T. SHICKLER	SHERIFF Dept.#SH	12-31-2019	07 YRS 10 MOS
ADRIANA TSCHARANYAN	SHERIFF Dept.#SH	11-04-2019	09 YRS 10 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LESIA R. ASHER	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-02-2019	19 YRS 04 MOS
KENNETH BATISTE	PROBATION DEPARTMENT Dept.#PB	08-11-2019	27 YRS 02 MOS
KARIN L. BERGERON	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-14-2019	30 YRS 10 MOS
GIA G. BOSLEY	PUBLIC DEFENDER Dept.#PD	11-16-2019	11 YRS 05½ MOS
EARL W. BUEHNER	LACERA Dept.#NL	11-13-2019	24 YRS 06 MOS
JULIE CARRILLO	JUVENILE COURT HEALTH SERVICES Dept.#HJ	11-08-2019	17 YRS 03 MOS
ESTHER L. CHAPA	CHILD SUPPORT SERVICES Dept.#CD	11-07-2019	30 YRS ½ MOS
STEVEN CLOKE	PUBLIC WORKS Dept.#PW	11-21-2019	23 YRS 01 MOS
JOANNE M. COLLEY	CHILDREN & FAMILY SERVICES Dept.#CH	11-13-2019	45 YRS 01 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ANGELIA T. CORBETT	HEALTH SERVICES ADMINISTRATION Dept.#HS	11-16-2019	18 YRS 07 MOS
DAVID C. CREWS	CHILD SUPPORT SERVICES Dept.#CD	11-22-2019	22 YRS 11 MOS
CYNTHIA CUNNINGHAM	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-24-2019	41 YRS 03 MOS
JULIE A. ENDO	PARKS AND RECREATION Dept.#PK	11-26-2019	09 YRS 09 MOS
CONNIE M. ESPITIA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-05-2019	14 YRS 01 MOS
NICOLE A. HADJIOANNOU	PUBLIC HEALTH PROGRAM Dept.#PH	11-20-2019	06 YRS 03 MOS
STAFFORD V. HAMLIN	PARKS AND RECREATION Dept.#PK	09-26-2019	01 YRS 02 MOS
AMELIA HERNANDEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2019	25 YRS 10 MOS
ROGER D. HYDER	PUBLIC WORKS Dept.#PW	12-01-2019	11 YRS 01 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
SHARON D. JACKSON	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-22-2019	27 YRS 01 MOS
ALMA JIMENEZ	CHILDREN & FAMILY SERVICES Dept.#CH	12-06-2019	23 YRS 07 MOS
JUDITH L. MEYER	DISTRICT ATTORNEY Dept.#DA	12-01-2019	11 YRS 02 MOS
DEBRA MONTGOMERY	PUBLIC DEFENDER Dept.#PD	11-10-2019	10 YRS 05 MOS
GEORGIA A. MUMPHREY MAJ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-04-2019	25 YRS 08 MOS
MYRA Y. NAITO	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-08-2019	10 YRS 09 MOS
NELSON D. NELSON	PUBLIC WORKS Dept.#PW	12-03-2019	17 YRS 07 MOS
JANIS F. OWENS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-29-2019	34 YRS 00 MOS
JOSEPH A. ROBERTS	PROBATION DEPARTMENT Dept.#PB	11-24-2019	12 YRS 07 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
RICHARD P. RODRIGUEZ	PROBATION DEPARTMENT Dept.#PB	11-14-2019	27 YRS 00 MOS
ANDREA L. SELF	SHERIFF Dept.#SH	12-02-2019	13 YRS 01 MOS
SATIK M. SIRAKI	PROBATION DEPARTMENT Dept.#PB	11-21-2019	21 YRS 02 MOS
YOLANDA SISNEROS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-05-2019	26 YRS 03½ MOS
ARTHUR J. SUMMROELL	PROBATION DEPARTMENT Dept.#PB	11-06-2019	36 YRS 08½ MOS
EILEEN TAHMAZIAN	TREASURER AND TAX COLLECTOR Dept.#TT	12-21-2019	09 YRS 11 MOS
MONICA L. TORRES	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-24-2019	26 YRS 00 MOS
CALVIN N. VAN ZYL	LACERA Dept.#NL	11-07-2019	11 YRS 04 MOS
VERNEEDA WILSON	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-20-2019	29 YRS 07 MOS

BOARD OF RETIREMENT MEETING OF JANUARY 9, 2020

BENEFIT APPROVAL LIST

GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LINDA S. YU CHOW	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-07-2019	12 YRS 09 MOS

**BOARD OF RETIREMENT MEETING OF JANUARY 8, 2020
RESCISSIONS/CHANGES FROM BENEFIT APPROVAL LIST
APPROVED ON DECEMBER 4, 2019**

GENERAL MEMBER APPLICATIONS FOR SERVICE RETIREMENT

NAME	DEPARTMENT	UPDATE
STEVEN A. LUND	PUBLIC DEFENDER	CHANGE OF DATE TO December 31, 2019
SHARON M. WILLIAMS	MENTAL HEALTH	CHANGE OF DATE TO January 31, 2020
LINDA L. HAWES	CHILDREN & FAMILY SERVICES	CHANGE OF DATE TO January 27, 2020

GENERAL MEMBER APPLICATIONS FOR DEFERRED RETIREMENT

NAME	DEPARTMENT	UPDATE
CYNTHIA A. SCOTT	SUPERIOR COURT/COUNTY CLERK	RESCINDED RETIREMENT



December 20, 2019

TO: Trustees
Board of Retirement

FROM: Ricki Contreras, Division Manager
Disability Retirement Services

SUBJECT: **APPEALS FOR THE BOARD OF RETIREMENT'S MEETING
OF JANUARY 9, 2020**

IT IS RECOMMENDED that the Board of Retirement grant the appeal and request for administrative hearing received from the following applicant, and direct the Disability Retirement Services Manager to refer this case to a referee:

5114B Sandra Corral

Thomas Wicke

Deny SCD - Ineligible


RC:kw

Memo.New
Appeals.docx



December 19, 2019

TO: Trustees
Board of Retirement

FROM: Ricki Contreras, Manager 
Disability Retirement Services Division

FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: DISMISS WITH PREJUDICE THE APPEAL OF LEONARD FONTES

Mr. Leonard Fontes applied for service-connected disability retirement on August 7, 2012. On August 7, 2013, the Board granted Mr. Fontes' application for service-connected disability retirement.

Mr. Fontes' attorney filed a timely appeal regarding the effective date of his client's service-connected disability retirement. On December 3, 2019, staff received the applicant's attorney April 9, 2019 letter advising LACERA that his client did not wish to proceed with his appeal.

IT IS THEREFORE RECOMMENDED THAT THE BOARD:

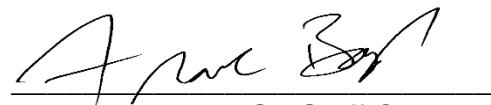
Dismiss with prejudice Leonard Fontes' appeal for an earlier effective date.

FJB: RC:mb

Fontes, Leonard.doc

Attachment

NOTED AND REVIEWED:




Francis J. Boyd, Sr. Staff Counsel

Date: 12/20/19



December 19, 2019

TO: Trustees
Board of Retirement

FROM: Ricki Contreras, Manager 
Disability Retirement Services Division

FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: DISMISS WITH PREJUDICE THE APPEAL OF SELWYN LEUNG

Mr. Selwyn Leung applied for a service-connected disability retirement on November 18, 2015. On November 2, 2016, the Board denied Mr. Leung's application for service-connected disability retirement.

Mr. Leung filed a timely appeal. On December 3, 2019, Mr. Leung signed a voluntary withdrawal letter advising LACERA that he did not wish to proceed with his appeal.

IT IS THEREFORE RECOMMENDED THAT THE BOARD:

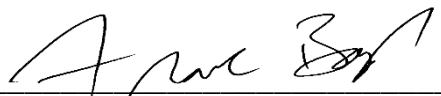
Dismiss with prejudice Selwyn Leung's appeal for a service-connected disability retirement.

FJB: RC: mb

Leung, Selwyn. docx

Attachment

NOTED AND REVIEWED:



Francis J. Boyd, Sr. Staff Counsel

Date: 12/20/19



Documents not attached are exempt from disclosure under the California Public Records Act and other legal authority.

**For further information, contact:
LACERA
Attention: Public Records Act Requests
300 N. Lake Ave., Suite 620
Pasadena, CA 91101**



December 27, 2019

TO: Trustees
Board of Retirement

FROM: Bernie Buenaflor B. Buenaflor
Division Manager, Benefits Division

FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: Recommendation regarding Board of Retirement Regulation V as it Pertains to Present Value Cost Calculations

RECOMMENDATION

The Board of Retirement approve and submit to the Board of Supervisors for their approval the amendments to Regulations V as noted in Exhibit A – Redlined Board of Retirement Regulation V. Prior Service.

EXECUTIVE SUMMARY

The County Employees Retirement Law of 1937 (CERL), governs the manner in which members may purchase prior service from a covered pension fund. Accordingly, LACERA's Board of Retirement enacted Regulation V, which affords members the opportunity to purchase service credit with LACERA for periods of service originating under the County or other public agencies but not credited toward any pension benefit granted to the member. The methodology for calculating the cost of such purchases, known as a "Present Value Calculation," is also outlined in Regulation V and would be based on actuarially relevant information provided by the member at the time of the purchase application, such as a specific future age at which the member intended to retire.

Throughout the administration of this process, however, Staff has observed that there is a risk that some members may not comply with these regulations. A member may choose a later estimated retirement age for purposes of a previous service purchase that is financially beneficial even though the member does not intend to retire at that age. Because compliance hinges on the intent of the member, it is difficult for LACERA to enforce this regulation. To better understand the impact of these discrepancies and in accordance with LACERA's fiduciary duty to the Pension Fund and its members, Staff requested that Milliman, LACERA's Actuary, perform an analysis of historical purchase contracts. The objectives of the analysis were to estimate the financial impact current practices had on the fund and assessing alternative methodologies for calculating the cost of service credit purchases that would be cost neutral to the fund (Exhibit B – Milliman Analysis of Present Value Purchases of Prior Service).

DISCUSSION

Milliman's report dated September 23, 2019, concludes that the current practice of allowing members to specify their intended retirement age has resulted in approximately \$8.9 million in additional Unfunded Actuarial Accrued Liability (UAAL) to the fund. Any UAAL not funded through LACERA's investment earnings may ultimately increase the contributions required from the plan sponsor and the members.

The report also determined that two alternate methodologies would most likely achieve the desired cost neutrality by either using a uniform retirement age instead of discretionary ages or imposing hard age limits on discretionary ages determined by the member. Staff have further evaluated the two options and believe that using a uniform retirement age, aside from cost neutrality, effectively eliminates the risk of non-compliance because it minimizes the subjectivity of the variables used to calculate the purchase cost and is the most impartial and enforceable methodology.

At the October 2, 2019, meeting of the Operations Oversight Committee, the Committee directed Staff to

"recommend that the Board of Retirement authorize staff to draft for review by the Operations Oversight Committee an amendment to Regulations V.1.f that replaces the "age at which the member intends to retire" with a "uniform age determined by the actuary to minimize the adverse impact of previous service purchase contracts on LACERA's Unfunded Actuarial Accrued Liability." (Exhibit C – October 2019 Operations Oversight Committee Memo)

In drafting the amendments, Staff realized, however, that the calculation of previous service would require further clarification as a uniform estimated retirement age (UERA) only achieves cost neutrality when used with a "Specific Dollar Payment Obligation", as described in Regulation V.1.d (iv). Staff have determined that the UERA may not achieve cost neutrality if the member selected the "Percent of Salary obligation", also described in Regulation V.1.d (iv). This is because the "Percent of Salary obligation" attempts to spread payments across all of the member's remaining years of active membership, and it cannot do so unless the member specifies the age at which they intend to retire, i.e.: a member-specified estimated retirement age (MSERA). Accordingly, Staff adjusted their recommendation and informed the Operations Oversight Committee at the December 2019 Committee Meeting (Exhibit D – December 2019 Operations Oversight Committee Memo).

Staff's revised recommendation now divides the calculation regulations into two parts and applies a different estimated retirement age based on the obligation the member chooses. The first part, Regulation V.1.f, proposes that the "Specific Dollar Payment Obligation" use a UERA. The second part, Regulation V.1.g, proposes that the "Percent of Salary obligation" use an MSERA.

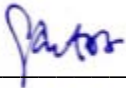
IT IS THEREFORE RECOMMENDED THAT THE BOARD OF RETIREMENT approve and submit to the Board of Supervisors for their approval the amendments to Regulations V as noted in Exhibit A – Redlined Board of Retirement Regulation V. Prior Service.

Attachments

- Exhibit A – Redlined Board of Retirement Regulation V. Prior Service
- Exhibit B – Milliman Analysis of Present Value Purchases of Prior Service
- Exhibit C – October 2019 Operations Oversight Committee Memo
- Exhibit D – December 2019 Operations Oversight Committee Memo

eb:bb

Noted and Approved



Santos H. Kreimann
Chief Executive Officer

Exhibit A

Redlined Board of Retirement Regulation V. Prior Service
(January 2020)

V. PRIOR SERVICE

1. Definition of Prior Service

- (a) Pursuant to Sections 31641(a), 31643 and 31644 of the Government Code, “prior service” means employment of a person by a County, District, Municipal Court, or Superior Court prior to January 1, 1938, whether such employment is interrupted or not. Credit for prior service shall be calculated as defined in Article VI of these Bylaws.
- (b) Prior service shall also include service performed for any public agency located wholly in the County of Los Angeles prior to a member’s first entry into membership for which the member is not eligible now or in the future to receive a pension or retirement allowance from such public agency. Any member who elects to receive credit as prior service for such service shall contribute to the retirement system an amount equal to what the contributions would have been had the member been employed by the County of Los Angeles receiving the compensation paid a carpenter during the period of time for which such service was performed times the rate of contribution assigned the member upon his or her initial entrance into membership. This paragraph shall be inoperative with respect to any member who enters the retirement system on or after January 1, 1976.
- (c) Prior service shall also include service performed for the United States of America, the State of California, or any department or agency of either, or any public entity located within the State of California. Such service must have been performed prior to a member’s first entry into membership, and the member must not be eligible now or in the future to receive a pension or retirement allowance for such service in any other retirement system.
- (d) Any member,
 - (i) in Plan A, B, C, D, or G and,
 - (ii) who is not otherwise eligible to receive credit for public service under the resolutions adopted by the Board of Supervisors on January 2, 1968 and November 21, 1972 and,
 - (iii) who is not otherwise eligible to receive credit for prior service in accordance with subsections (a) or (b); and
 - (iv) who elects to receive credit for prior service as defined in subsection (c) shall enter into an agreement with the Retirement Association. Such agreement shall provide that in order to receive credit for the prior service in question, the member shall contribute to the retirement system an amount which is equal to the present value of the additional liability incurred by the system in crediting the prior service, based upon the actuarial assumptions in effect for the retirement system at the time the agreement is entered into or amended. The agreement shall provide that the additional retirement contributions required to fund the prior service credit shall be paid by the member and may, at the member’s option, be a specific dollar payment or a percent of salary obligation. If the member elects to make the required additional retirement contributions by a specific dollar payment, the member may do so by agreeing either to make a lump-sum payment or to make installment payments

(which shall include interest at the assumed rate) through payroll deduction over a period not to exceed 120 months, but in no event shall the payroll deduction for this purpose be less than \$50.00 per month. If the member elects to enter into a percent of salary obligation, the member shall agree to make additional retirement contributions as a percent of salary through payroll deductions over a period extending from the effective date of the agreement to the date of retirement. As a condition of receiving credit for such prior service, the member shall complete all contributions required hereunder within 120 days after the effective date of retirement.

- (e) In no event may a member receive credit for a total period of prior service which exceeds the length of the member's actual County service at the conclusion of the agreement. Where the County Employees Retirement Law of 1937 (Government Code Sections 31450, et seq.) or the Public Employees' Pension Reform Act of 2013 (Government Code Sections 7522, et seq.) prescribes minimum service requirements with regard to retirement for service or disability, deferred retirement, or the death benefit, the member shall render actual County service sufficient to meet such minimum requirements and may not receive credit for prior service, except as defined in subsection (a), toward meeting such minimum requirements.
- (f) ~~The agreement between the member and the Retirement Association shall specify the age at which the member intends to retire;~~ For a specific dollar payment obligation as specified under subsection V.1.d(iv), the Board of Retirement shall designate a uniform age determined by the actuary to minimize the adverse impact of previous service purchase contracts on LACERA's Unfunded Actuarial Accrued Liability, and all actuarial assumptions, calculations of contributions, and the period over which payment shall be made shall be based upon that age. In the event that the member elects to retire before remitting all contributions under the agreement, the member may, at his or her election, either receive credit for that portion of the prior service which has been purchased by the contributions already made and forego credit for the remainder of the prior service or make an additional lump-sum payment sufficient to complete the total payment necessary to receive credit for the entire period of prior service covered by the agreement. ~~In the event the member elects to retire at a later age than the age specified in the agreement, contributions shall cease at the age specified in the agreement and no further adjustments shall be made in service credit or the cost of such credit.~~
- (g) For a percent of salary obligation specified under subsection V.1.d(iv), the agreement between the member and the Retirement Association shall specify the age at which the member intends to retire; and all actuarial assumptions, calculations of contributions, and the period over which payment shall be made shall be based upon that age. In the event that the member elects to retire at an earlier age than the age specified in the agreement, the member may, at his or her election, either receive credit for that portion of the prior service which has been purchased by the contributions already made and forego credit for the remainder of the prior service or make an additional lump-sum payment sufficient to complete the total payment necessary to receive credit for the entire period of prior service covered by the agreement. In the event the member elects to retire at a later age than the age specified in the agreement, contributions shall cease at the age specified in the agreement and no further adjustments shall be made in service credit or the cost of such credit."

Exhibit B

Milliman Analysis of Present Value Purchases of Prior Service
(January 2020)



1301 Fifth Avenue
Suite 3800
Seattle, WA 98101-2605
USA

Tel +1 206 624 7940
Fax +1 206 623 3485

milliman.com

September 23, 2019

Board of Retirement
Los Angeles County Employees Retirement Association
300 North Lake Avenue, Suite 820
Pasadena, CA 91101-4199

Re: Analysis of Present Value Purchases of Prior Service

Dear Members of the Board:

LACERA members are eligible to receive credit for service with an employer prior to their Los Angeles County service, under certain conditions. Examples of these employers are military, Federal, or other public agencies (OPA) located in California. To receive credit, this service must be purchased based on parameters outlined in the LACERA Board of Retirement bylaws. These bylaws state the cost of the purchase shall be equal to the present value of the additional liability based on the member's anticipated retirement date, as supplied by the member. The member's selection of the retirement date affects the purchase cost and therefore the ultimate cost to LACERA. The purpose of this letter is to estimate the financial impact of the retirement date selection by reviewing prior service purchases that have been made over the last 25 years.

This analysis focuses only on prior service purchases where a present value calculation is performed. In particular, it does not include purchases of Additional Retirement Credit (ARC) where no prior service was rendered.

Summary

Our analysis shows that when isolating the impact of actual versus anticipated retirement dates, the member contributions to pay for the prior service purchases have been close to, but slightly less than, the value of the prior service credit purchased. This has effectively increased LACERA's Unfunded Actuarial Accrued Liability (UAAL), although, as discussed in this letter, the relative magnitude has been small. For example, LACERA's funded ratio is 80.60% as of June 30, 2018. If the member-provided anticipated retirement dates had exactly matched the actual retirement dates, we estimate the funded ratio would now be 80.61%.

We have discussed several options for the Board of Retirement to consider that would likely prevent future actuarial losses due to actual retirement dates differing from anticipated retirement dates. Please see the "Possible Alternative Approaches" section of this letter for this discussion.

Service Purchase Cost as Specified in Statute and Bylaws

The 1937 Act has several sections that address how to calculate the cost of prior service purchases. Based on discussions with LACERA legal staff, our understanding is that LACERA has not adopted any of these sections as the law also permits LACERA's Board of Retirement to enact alternate methods in their Board of Retirement bylaws. Accordingly, Section V of the Board of Retirement bylaws specifies how LACERA both determines and administers the prior service purchase cost.

Key points of that language are:

- The service purchase cost is equal to the present value of the additional liability incurred by the system in crediting the prior service, based upon the actuarial assumptions in effect for the retirement system at the time of the agreement.
- The member has the option to pay the service purchase cost as (1) a specific dollar payment or (2) a percent of salary obligation. Members electing the specific dollar payment have the option to elect a lump sum payment or installment payments through payroll deductions over a period not to exceed 120 months. Members electing to enter into a percent of salary obligation are agreeing to make additional retirement contributions as a percent of salary through payroll deductions over a period extending from the date of the agreement to the member designated retirement date.
- If the member ultimately retires before the original retirement date, an adjustment is made by either reducing the service credited to proportionately reflect the increased cost or allowing the member to make an additional lump sum contribution ("true-up" contribution) to reflect the increased cost of the earlier retirement date. If the member retires on or after the anticipated retirement date, no adjustment is made.

The bylaws further state that the service purchase agreement between the member and LACERA shall specify the member's intended retirement age and all actuarial assumptions, calculations of contributions, and the period over which payment shall be made is based upon that age. While the bylaws, as currently written, were intended to present members with the most viable service purchase cost payment options, they unintentionally conflated the specific dollar payment and percent of salary obligation options.

LACERA staff has noted that this provision in practice allowed members, who choose the installment payments option, the ability to specify a retirement age for purchase cost calculations that can differ from the actual intended retirement age. If the member actually retires earlier than specified, LACERA's UAAL will potentially increase in proportion to the increased cost of the earlier retirement date, thereby adversely impacting the Fund.

For this reason, LACERA staff would historically "true up" purchase contracts where members retired earlier and had not completed their contractual installment payments. This practice has also been discontinued, however, as the "true up" process was challenged in court at another California public pension fund governed by the 1937 Act and found to be noncompliant with applicable statute. Additionally, LACERA's experience from applying the "true up" adjustment

was that it had the potential to create adverse effects for all parties. The members were often not prepared to pay the large lump sum costs of the “true up” contributions at retirement and LACERA was often at risk of calculation errors which elevated the Fund’s potential liabilities and processing costs.

LACERA’s staff therefore sought assistance from Milliman with this analysis to estimate the financial impact on LACERA’s UAAL when members retired earlier than they specified for their service purchase contracts. Furthermore, LACERA also requested assistance in estimating the potential financial impact of various alternate calculation methodologies in an effort to identify the option that was the most impartial to all members and cost “neutral” to the Fund.

We have provided these comments based on our experience working with LACERA and other retirement systems governed by the 1937 Act, but it should be noted that providing a legal analysis of the 1937 Act and the Board of Retirement bylaws is outside of our expertise. We recommend that LACERA have this section reviewed by legal counsel.

Potential Cost Impact of Selection of Anticipated Retirement Date

The anticipated retirement date affects the cost of the purchase, but only the actual retirement date affects the true cost. If LACERA does not adjust the service credited or purchase cost for earlier-than-anticipated retirements, this provision creates the potential risk that members will select a retirement date to gain a financial advantage rather than provide the date when they truly intend to retire as required by CERL.

As a general rule, members retiring at younger ages have a higher cost to the system than members in the same plan retiring at older ages. Therefore, to the extent members retire prior to their anticipated retirement date, the actual cost to the system will be higher than the amount provided by the member’s purchase cost, which in turn would cause an increase in LACERA’s UAAL.

For example, a General Plan D member considering retiring between ages 65 and 67 who was inquiring about purchasing service might ask what the purchase cost would be at those two ages. Given the lower purchase cost, it seems logical that the member would choose age 67 as the estimated retirement age, if there was no true-up at a later date. Someone who wanted to further reduce their purchase cost could go further and select an anticipated retirement age of 75. This would have a materially lower cost to the member, but would create additional liability for LACERA if the member ultimately retired at an earlier age.

The current method also has the potential to create inequity among members. For example, assume there are two General Plan D members both currently age 55, with \$5,000 monthly compensation, and 5 years of service to be purchased. The one difference is that Member A has an anticipated retirement age of 65 and Member B has an anticipated retirement age of 70. Under the current method, Member A would have to pay about 35% more than Member B to purchase the exact same service, even if the two ultimately end up retiring on the same date.

Analysis of Estimated Financial Impact

We analyzed LACERA's prior service purchases that were made over the last 25 years. We found that, on average, members were retiring close to their anticipated retirement date. General members who have purchased prior service had an average retirement age of 61, which is consistent with average anticipated retirement age of 61 for the same group. For Safety members, the average actual and anticipated retirement age was 56. This indicates that on average actual retirement dates have been closely aligned with the anticipated dates supplied by the members.

We also completed a detailed analysis of each individual service purchase to determine whether there was an actuarial liability gain or loss associated with the service purchase due to the actual retirement age (if different than the anticipated retirement age). Note that in cases where the member had not yet retired, we used the valuation retirement assumptions to determine an "actual" retirement date in the future. An actuarial gain occurs when the value of the member contributions received for the service purchase is greater than the ultimate actuarial cost to the system of granting the additional service. Conversely, an actuarial loss occurs when the value of the member contributions received for the service purchase is less than the ultimate actuarial cost to the system of granting the additional service. To the extent actuarial losses are occurring due to service purchases LACERA's UAAL will be larger (or smaller in the case of actuarial gains).

We estimate that members purchasing prior service and then retiring on dates different than their anticipated retirement date has caused an increase of \$8.9 million in LACERA's UAAL as of June 30, 2019. That is, the June 30, 2019 UAAL would have been \$8.9 million less if members had retired on the exact date they estimated. Note that members retiring on dates prior to their anticipated retirement date caused an increase greater than \$8.9 million, but this was somewhat offset by the actuarial gains for those members retiring later than their anticipated retirement date.

Like most actuarial calculations, service purchase costs are estimates, so we do not expect the member contributions for service purchases to exactly equal the ultimate value of the service purchase; however, in total, we expect them to be fairly close. The \$8.9 million represents 1.6% of the total value of service purchases over the 25-year period. That means the estimated value of the prior service credit exceeded the value of member contributions received for that service by 1.6%.

We believe that the primary reason that there was an actuarial loss overall, even though the average actual and anticipated retirement ages were close, was due to the relationship of the retirement age to the age factors used in the benefit. If retirement occurs (or is anticipated to occur) after the highest age factor for a given plan, it has a much bigger impact on the relative cost than for retirement ages less than the highest age factor.

For example, there are two sample Safety B members, one has an anticipated retirement age of 50 (Member #1) and the other one age 60 (Member #2). If both members retire at age 55, the average actual and anticipated ages of retirement will both be 55; however, there will be an actuarial loss. The reason for this is that for Member #1 the value associated with increases in

the age factor and assumed additional compensation increases for actual retirement at age 55 approximately offsets the decrease in value for receiving the payments later than if actual retirement were at age 50. However, in the case of the Member #2, retiring earlier and receiving five more years of payments and COLAs is expected to be materially more valuable than only the increase in benefit due to assumed compensation increases (as there is no difference in the age factors at 55 and 60).

There are a number of other factors that will ultimately cause the value of the prior service credit to be greater or less than the value of member contributions received for that service. However, the purpose of this analysis is to assess the impact of the retirement date on service purchase costs, so we have isolated that impact, and have not included the effect of other factors on the ultimate actuarial cost of prior service purchases. Some examples of these other factors are: 1) actual investment returns being greater or less than assumed; 2) compensation at retirement being greater or less than assumed; 3) retirees living longer or shorter than assumed; and 4) whether the member is married (or has a beneficiary eligible for the unreduced continuance benefit) at age of purchase compared to their marital status at retirement.. Note that these other factors will likely have a greater impact than that of the actual versus expected retirement date we have identified in this letter. The risk of the service purchase cost differing from the ultimate actuarial cost is borne by LACERA's contributing employers and would be reflected in adjustments to their contribution rates.

Possible Alternative Approaches

If LACERA were to make changes to the current treatment of service purchases, the following are some alternative approaches to the anticipated retirement date to consider:

- Use a fixed retirement age. The fixed retirement age (or current age if later) used in the service purchase calculation could be set based on the actual experience of each plan, similar to the method that was used for ARC calculations. This approach could be cost neutral in theory, although those members who retire later than the fixed age would tend to overpay on an actuarial basis and those who retire earlier than the fixed age would tend to underpay on an actuarial basis. This is also true under the current method, but the member has some control of setting the retirement date to be consistent with their expectations, so the mismatch may be less prevalent under the current method. Based on the actual service purchases studied in this analysis, the fixed retirement ages that would be approximately cost neutral in aggregate are age 66 for General members and age 57 for Safety members.
- Allow the member to select the anticipated retirement age but set a maximum age. For example, the retirement age used in the service purchase calculation could be selected by the member, but limited to a specific age, such as the age that the age factors stop increasing for each plan. Alternatively, a flat age could be use, such as age 60 for Safety and age 70 for General. This approach would allow the member some control, but limit the possibility of there being a significant mismatch between the purchase cost and the ultimate actuarial cost to LACERA that could adversely impact LACERA's funding.

- Only allow members to purchase prior service at retirement. This would reduce the risk from LACERA's perspective, since the exact benefit amount would be known; however, this would likely require the member to make the full payment immediately and not through payroll deductions.
- True-up the cost at actual retirement if retirement occurs at an earlier (or different) age. From an actuarial perspective, this method (or only allowing purchases at retirement) is the best way to align the purchase cost with the present value of the service credited; however, it would likely create significant extra work for LACERA staff. Service purchase calculations would have to be done at both the time of purchase and at the time of retirement. Additionally, it could be viewed negatively by the members, as many would have to make additional contributions at retirement (or receive less service). If this approach is considered, it should be reviewed from a legal perspective. Additionally, in cases where it was determined that individuals had overpaid, it would have to be decided whether a portion of the member's payment would be refunded and, if so, what the tax implications were.

As noted above, we estimate that members purchasing prior service and then retiring on dates different than their anticipated retirement date under the current method has caused an increase of \$8.9 million in LACERA's UAAL as of June 30, 2019. The following chart shows hypothetical values if select alternate methods had been in place during that time. Note that a negative value in the estimated impact column indicates that if this method had been in place, there would have been an actuarial gain, that is, the value of prior service purchases received by LACERA would have been greater than the actuarial cost by that value. As before, the estimated values only reflect the impact of the retirement date and do not account for any other factors.

Method Used	Estimated Impact (\$millions)	Est. Impact as a % of Total Purchases
Current Method	\$ 8.9	1.6%
Fixed Retirement Age Equal to:		
Normal Retirement Age	(19.5)	-3.5%
Average Retirement Age used in ARC	(15.5)	-2.8%
Cost Neutral Ages (57/66)	1.1 ⁽¹⁾	0.2%
Current Method with Maximum Age (60/70)	0.7	0.1%
Only Allow Purchase at Retirement	0.0	0.0%
True-Up if Retirement Earlier than Anticipated	(7.8)	-1.4%

1. *There is a small cost under the Cost Neutral Ages scenario. As ages are assumed to be integer values, the estimated impact will not be exactly \$0.*

Assumptions and Methods Used in Analysis

These cost estimates are based on the data, methods, and assumptions used in the June 30, 2018 actuarial valuation, except where noted. The Board of Investments has the final decision regarding the appropriateness of the assumptions and adopted them as indicated in Appendix A of the June 30, 2018 valuation report.

All costs, liabilities, rates of interest, and other factors for LACERA have been determined on the basis of actuarial assumptions and methods which are individually reasonable (taking into account the experience of LACERA and reasonable expectations); and which, in combination, offer our best estimate of anticipated experience affecting LACERA. Further, in our opinion, each actuarial assumption used is reasonably related to the experience of the Plan and to reasonable expectations which, in combination, represent a reasonable estimate of anticipated experience of LACERA.

Assumptions and methods specific to this analysis of the financial impact of the anticipated versus actual retirement date include:

- The data used in this analysis was supplied to us by LACERA and consisted of prior service purchases based on the present value method (excluding ARC purchases) for the 25 years between 1994 and 2019. There were approximately 6,600 service purchases by 5,200 individuals. Note that in some cases individuals were reported to us with multiple service purchases because their service purchase was split between a lump sum contribution and payroll deduction or other reasons.
- Of the 6,600 service purchases, 1,450 did not have an anticipated retirement date. These purchases were excluded from the analysis, but a proportionate adjustment was included in the final results to reflect this group. The adjustment was based on the ratio of the aggregate service purchases amounts for missing retirement dates to the aggregate amount for those with valid retirement dates.
- For members who have not yet retired, we estimated their actuarial retirement age based on the service retirement rate assumptions used in the June 30, 2018 actuarial valuation.
- To estimate the value of the additional service, the associated benefit amount was calculated at both the anticipated and actual retirement dates. The compensation included in this benefit was based on the compensation on the June 30, 2018 valuation data adjusted either prospectively or retrospectively at 4% per year.
- For purposes of projecting mortality improvement only, members were assumed to be age 60 in 2018.

Certification

These cost estimates are subject to the uncertainties of a regular actuarial valuation; the costs are inexact because they are based on assumptions that are themselves necessarily inexact, even though we consider them reasonable. Thus, the emerging costs will vary from those presented in this letter to the extent actual experience differs from that projected by the actuarial assumptions.

In preparing the valuation upon which this letter was based, we relied without audit, on information (some oral and some in writing) supplied by LACERA staff. This information includes, but is not limited to, statutory provisions, employee data and financial information. In our examination of these data, we have found them to be reasonably consistent and

comparable with data used for other purposes. It should be noted that if any data or other information is materially inaccurate or incomplete, our calculations may need to be revised.

Milliman's work is prepared solely for the internal business use of LACERA. To the extent that Milliman's work is not subject to disclosure under applicable public records laws, Milliman's work may not be provided to third parties without Milliman's prior written consent. Milliman does not intend to benefit or create a legal duty to any third party recipient of its work product.

Milliman's consent to release its work product to any third party may be conditioned on the third party signing a Release, subject to the following exceptions:

- (a) LACERA may provide a copy of Milliman's work, in its entirety, to the System's professional service advisors who are subject to a duty of confidentiality and who agree to not use Milliman's work for any purpose other than to benefit the System.
- (b) LACERA may provide a copy of Milliman's work, in its entirety, to other governmental entities, as required by law.

No third party recipient of Milliman's work product should rely upon Milliman's work product. Such recipients should engage qualified professionals for advice appropriate to their own specific needs.

The consultants who worked on this assignment are retirement actuaries. Milliman's advice is not intended to be a substitute for qualified legal or accounting counsel.

The signing actuaries are independent of the plan sponsor. We are not aware of any relationship that would impair the objectivity of our work.

On the basis of the foregoing, we hereby certify that, to the best of our knowledge and belief, this cost study letter is complete and accurate and has been prepared in accordance with generally recognized and accepted actuarial principles and practices. We are members of the American Academy of Actuaries and meet the Qualification Standards to render the actuarial opinion contained herein.



If you have any questions, please let us know.

Sincerely,

A handwritten signature in black ink that reads 'Nick Collier'.

Nick Collier, ASA, EA, MAAA
Consulting Actuary

NC/CG/nlo

cc: Richard Bendall
Derwin Brown
Bernie Buenaflor
Allan E. Cochran
Louis Gittens
Ted Granger
John Harrington
JJ Popowich
Steven Rice
Gloria Rios
Summy Voong
Ervin Wu
Mark Olleman

A handwritten signature in black ink that reads 'Craig Glyde'.

Craig Glyde, ASA, EA, MAAA
Consulting Actuary

Exhibit C
October 2019 Operations Oversight Committee Memo
(January 2020)



September 23, 2019

TO: Operations Oversight Committee
Shawn R. Kehoe, Chair
Thomas Walsh, Vice Chair
Keith Knox
Les Robbins
Vivian H. Gray, Alternate

FROM: Bernie Buenaflor 
Benefits Division Manager

FOR: October 2, 2019 Operations Oversight Committee Meeting

SUBJECT: Recommendation regarding Board of Retirement Regulation V as it Pertains to Present Value Cost Calculations

RECOMMENDATION

That your Committee recommends that the Board of Retirement authorize staff to draft for review by the Operations Oversight Committee an amendment to Regulations V.1.f that replaces the “age at which the member intends to retire” with a “uniform age determined by the actuary to minimize the adverse impact of previous service purchase contracts on LACERA’s Unfunded Actuarial Accrued Liability.”

EXECUTIVE SUMMARY

The County Employees Retirement Law of 1937, CERL, governs the manner in which members may purchase prior service from a covered pension fund. However, under Government Code Section 31644,

“The Board may provide what service shall constitute prior service. Such service may include employment which is not service as defined in Sections 31641 and 31642.”

LACERA has taken this to mean that LACERA’s Board of Retirement may define other purchase options, as well as an alternative methodology for calculating the cost of such purchases. Accordingly, LACERA’s Board of Retirement enacted regulation V, which affords members the opportunity to purchase service credit with LACERA for periods of service originating under the County or other public agencies but not credited toward any pension benefit granted to the member.

The cost of such purchases would be based on actuarially relevant information provided by the member at the time of the purchase application, such as a specific future age at which the member intended to retire. This calculation methodology is known as a “Present Value Calculation.” The higher the estimated retirement age was, the lower the member’s cost to purchase the service would be. Board of Retirement Regulation V.1.f. clearly requires that the date to be specified should be the date the member intends to retire.

“The agreement between the member and the Retirement Association shall specify the age at which the member intends to retire, and all actuarial assumptions, calculations of contributions, and the period over which payment shall be made,” (emphasis added).

In other words, the member should NEVER select an age at which they do NOT intend to retire.

DISCUSSION

There is a risk that some members may not comply with these regulations. A member may choose an age for purposes of a previous service purchase that is financially beneficial even though the member does not intend to retire at that age. Due to the fact that compliance hinges on the intent of the member, it is difficult for LACERA to enforce this regulation.

To reduce the risk of non-compliance, Staff adopted various measures throughout the years, including:

1. Re-calculating contracts that were not completely paid off by the time a member actually retired if the member retired earlier than the date specified in the contract. This is known as “truing up” the contract.* This practice was discontinued when Staff realized that members were sometimes inadequately prepared for the additional costs that resulted from the “truing up” process. The “Truing up” process also required LACERA to expend additional resources, which tended to negate the benefits of the practice.
2. Advising members who selected higher retirement ages that, based on the age they selected, the additional service credit they intended to purchase would not likely increase their retirement benefit. Note, however, that Staff could not prohibit the member from selecting that age anyway to minimize their cost.

* The Regulations do mention this procedure, but it is unclear to Staff whether or not it is required for any of the contracts currently available to members. Staff believe that the Board only intended to require a “true up” when a member entered into a “Percentage-of-Pay” contract, which is no longer offered to members. Since such contracts were designed to be paid off over the member’s projected remaining years of active service, it would have been reasonable to adjust the contract cost and resulting service credit purchased if the member retired earlier than expected under the terms of the contract.

3. Prohibiting Staff from informing members that, for all practical purposes, LACERA could not prevent a member from selecting an age other than the age at which they intend to retire. Prior to this mandate, some well-meaning Staff had counseled members to select age 65 regardless of their intent to retire at that age in order to minimize their contract cost.

Despite these efforts, Staff still observed that members would sometimes select ages that were higher than the ages at which members historically retire. At worst, this created an inequity between those members who had the knowledge and will to select a purely financially advantageous estimated retirement age and those members who lacked either the knowledge or the will to do so.

Even if a member fully intended to retire at the given age, the fact that the member eventually retired at a different age invariably would produce an actuarial impact on the fund. Sometimes, when the member retires later than expected, the impact would be positive to the fund balance. More often than not, however, Staff observed that members tended to retire earlier, which would adversely impact the fund balance.

Either way, Staff felt compelled by LACERA's fiduciary duty to the fund, the plan sponsor, and its membership, to better understand the impact of these discrepancies and take prudent steps to rectify them.

ANALYSIS

In accordance with LACERA's fiduciary duty to the Pension Fund and its members, Staff requested that Milliman, LACERA's Actuary, perform an analysis of historical purchase contracts to:

- 1) estimate the financial impact on the fund when members selected an estimated retirement age for purposes of a service credit purchase that differs from the age at which they ultimately retired.
- 2) estimate the potential financial impact on the fund resulting from using alternative methodologies for calculating the cost of service credit purchases made pursuant to Board of Retirement Regulation V. Ideally, the impact on LACERA's Unfunded Actuarial Accrued Liability (UAAL) should be as close to zero as possible (cost neutral).

The attached report from Milliman concludes that the current practice of allowing members to specify their intended retirement age has resulted in approximately \$8.9 million in additional UAAL. This confirms what Staff suspected, that the current practice is not cost neutral to the fund.

The attached report also has determined that two methodologies are most likely to achieve the desired cost neutrality. These are:

- 1) Using uniform retirement ages instead of discretionary ages determined by the member. The actuary could determine the ages that would produce the most cost neutral outcome for the fund overall based on LACERA's actuarial experience.
- 2) Using discretionary ages determined by the member but imposing hard age limits that approximate the highest ages at which members are likely to retire. Once again, the actuary would determine these age limits based on LACERA's actuarial experience.

Aside from the cost neutrality of the two identified options, Staff have further evaluated them on their ability to address the risk of non-compliance.

- 1) The first option effectively eliminates the risk of non-compliance because it minimizes the subjectivity of the variables used to calculate the purchase cost. It relies upon data that is generated by an impartial third party, LACERA's actuary, who has the professional training to estimate future retirement ages.
- 2) The second option only partially addresses the risk of non-compliance since it does not prevent a member from selecting an age other than the age at which they intend to retire.

Based on this analysis, Staff believe that the former option is the most impartial and enforceable methodology, and is also more likely to achieve cost neutrality for the fund.

IT IS THEREFORE RECOMMENDED THAT YOUR COMMITTEE recommends that the Board of Retirement authorize staff to draft for review by your Committee an amendment to Regulations V.1.f that replaces the "age at which the member intends to retire" with a "uniform age determined by the actuary to minimize the adverse impact of previous service purchase contracts on LACERA's Unfunded Actuarial Accrued Liability."

eb:bb

Attachment

Noted and Approved



Steven Rice
Chief Counsel

Exhibit D

December 2019 Operations Oversight Committee Memo
(January 2020)



November 21, 2019

TO: Operations Oversight Committee
Shawn R. Kehoe, Chair
Thomas Walsh, Vice Chair
Keith Knox
Les Robbins
Vivian H. Gray, Alternate

FROM: Bernie Buenaflo *B. D. B.*
Benefits Division Manager

FOR: December 4, 2019 Operations Oversight Committee Meeting

SUBJECT: Recommendation regarding Board of Retirement Regulation V as it
Pertains to Present Value Cost Calculations

RECOMMENDATION

That your Committee recommends that the Board of Retirement approve and submit to the Board of Supervisors for their approval the amendments to Regulation V as noted in Exhibit A – Redlined Board of Retirement Regulation V. Prior Service,

And

That your Committee authorize Staff to implement procedures and processes to comply with the revised Regulation V upon its approval by the Board of Supervisors and submit such procedures and processes to the Operations Oversight Committee for their review and, subsequently, to the Board of Retirement for their approval.

EXECUTIVE SUMMARY

At the October 2, 2019, meeting of your Committee, your Committee directed Staff to

“recommend that the Board of Retirement authorize staff to draft for review by the Operations Oversight Committee an amendment to Regulation V.1.f that replaces the “age at which the member intends to retire” with a “uniform age determined by the actuary to minimize the adverse impact of previous service purchase contracts on LACERA’s Unfunded Actuarial Accrued Liability.”

In drafting the amendments, Staff attempted to clarify existing Regulations to better achieve the Board of Retirement’s original intent. Staff were careful not to alter the member rights and duties enumerated in the regulations. Staff realized, however, that the calculation of previous service would require further clarification.

ANALYSIS

As explained in the attached memorandum to the Operations Oversight Committee dated September 23, 2019, Staff's recommendation sought to improve the cost neutrality and objectivity of the previous service calculations outlined in the Board of Retirement Regulation V by substituting a uniform estimated retirement age (UERA) in place of a member-specified estimated retirement age (MSERA). Staff still believe that the use of a UERA would achieve this objective when used with a "Specific Dollar Payment Obligation", as described in Regulation V.1.d (iv). However, upon further analysis, Staff have determined that the UERA may not achieve this objective if the member selected the "Percent of Salary Obligation", also described in Regulation V.1.d (iv). This is because the "Percent of Salary Obligation" attempts to spread payments across all of the member's remaining years of active membership, and it cannot do so unless the member specifies the age at which the member intends to retire (i.e.: the MSERA). Accordingly, Staff have adjusted their recommendation to apply the UERA to a "Specific Dollar Payment Obligation" and MSERA to a "Percent of Salary Obligation".

Staff's recommendation now divides the calculation regulations into two parts. The first part, Regulation V.1.f, proposes that the "Specific Dollar Payment Obligation" use a UERA. The second part, Regulation V.1.g, proposes that the "Percent of Salary obligation" use a MSERA.

IT IS THEREFORE RECOMMENDED THAT YOUR COMMITTEE recommends that the Board of Retirement approve and submit to the Board of Supervisors for their approval the amendments to Regulation V as noted in Exhibit A – Redlined Board of Retirement Regulation V. Prior Service,

And

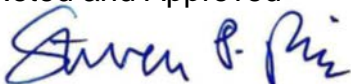
That your Committee authorize Staff to implement procedures and processes to comply with the revised Regulation V upon its approval by the Board of Supervisors and submit such procedures and processes to the Operations Oversight Committee for their review and, subsequently, to the Board of Retirement for their approval.

Attachments

- Exhibit A – Redlined Board of Retirement Regulation V. Prior Service
- Exhibit B – October Operations Oversight Committee Memo
- Exhibit C – Milliman Analysis of Present Value Purchases of Prior Service

eb/bb

Noted and Approved



Steven Rice
Chief Counsel

December 23, 2019

TO: Trustees,
Board of Retirement

FROM: Steven P. Rice *SPR*
Chief Counsel

FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: Ratification of Purchase of Employment Practices Liability Insurance Coverage from Hudson Insurance Company

RECOMMENDATION

That the Board of Retirement ratify the purchase of Employment Practices Liability insurance coverage, effective June 30, 2019 through June 30, 2020, from Hudson Insurance Company, with limits of \$5 million, at a premium of \$95,000.00, plus fees of \$2,725.00.

DISCUSSION

On June 13, 2019, the Board of Retirement (Board) approved the purchase of Employment Practices Liability (EPL) insurance coverage, effective June 30, 2019 through June 30, 2020, from Markel American Insurance Company (Markel), at a cost of \$99,820.00. A copy of the Board memo is attached.

After the Board action, Markel advised LACERA that the final premium for EPL coverage had increased to \$175,000.00, which was over \$75,000.00 above the amount approved by the Board. In addition, Markel advised that the self-insured retention would increase from \$125,000.00, as originally proposed, to \$250,000.00.

Given this significant change in terms, Chief Counsel, acting at the time with the powers and duties of the Chief Executive Officer, asked staff to obtain an updated quote from Hudson Insurance Company (Hudson), which is part of Euclid Specialty (Euclid). The Hudson quote was for \$105,000.00, with a \$150,000.00 retention. Hudson's terms were significantly more favorable than Markel's revised terms. In addition, Euclid has an existing relationship with LACERA as the provider of fiduciary insurance coverage to the organization. Chief Counsel determined that it was in LACERA's interest to purchase EPL coverage from Hudson, instead of Markel.

Because the existing EPL coverage would expire on June 30, 2019, there was no time available to take the issue to the Board for advance approval.

Chief Counsel advised the Board of Retirement Chair and consulted with fiduciary counsel and outside employment counsel. With the agreement of the Board Chair and fiduciary counsel, Chief Counsel authorized staff to purchase EPL coverage from Hudson, with the intent to obtain ratification from the Board. The final premium for the policy was \$95,000.00, plus fees of \$2,725.00.

Under the Hudson policy, LACERA achieved savings of almost \$80,000.00 in reduced premium and fees and reduction of \$100,000.00 in the amount of the self-insured retention as compared to Markel's revised offer. The \$5 million limits of the Hudson policy are the same as that offered by Markel.

CONCLUSION

Based on this memo, staff recommends that the Board of Retirement ratify the purchase of EPL insurance coverage, effective June 30, 2019 through June 30, 2020, from Hudson Insurance Company, with limits of \$5 million, at a premium of \$95,000.00, plus fees of \$2,725.00.

Attachment

c: Santos H. Kreimann
JJ Popowich
Kimberly D. Hines
James Beasley



May 30, 2019

TO: Each Member
Board of Retirement

FROM: James Beasley *JB*
Supervising Administrative Assistant II

FOR: June 13, 2019 Board of Retirement Meeting

SUBJECT: BUSINESS INSURANCE RENEWAL

RECOMMENDATION

That the Board of Retirement approve the purchase of Employment Practices Liability and the Difference-in-Condition (Earthquake/Flood) insurance coverage, effective June 30, 2019 with the following insurance carriers:

Coverage Type	Carrier	Limits	Premium
Employment Practices Liability	Markel American Insurance Co.	\$5 Million	\$99,820.00
Difference-in-Condition	Empire Indemnity/Hiscox	\$20 Million	\$83,220.48

EXECUTIVE SUMMARY

For nearly two decades, LACERA has been purchasing insurance coverage to mitigate the risk of unforeseen damages and potential losses to the Trust Fund. LACERA's insurance program consists of various lines of coverage that is divided into two separate renewal periods, June 30th and October 6th. Insurance for the program is procured with the assistance of an insurance broker, currently Kaercher Campbell & Associates Insurance Brokerage (KCAIB)¹. KCAIB has over 25 years of experience working with various Pension Funds. KCAIB services LACERA by procuring coverage quotations, negotiating premiums and coverage details, and provides consulting and support services throughout the year.

¹ On March 22, 2019, Kaercher Campbell was acquired by Seeman Holtz Property and Casualty Inc. The announcement of the business acquisition was reported to LACERA on May 1, 2019. Administrative Services started a due diligence review on Seeman Holtz to ensure the change of ownership does not expose the organization to potential risks.

LACERA's insurance program is structured as follows:

<i>June 30th Renewal</i>	<i>October 6th Renewal</i>
<i>Business Property</i>	<i>Fiduciary Liability</i>
<i>General Liability</i>	<i>Excess Fiduciary Liability</i>
<i>Employee Benefits</i>	<i>Fiduciary Liability (OPEB)</i>
<i>Commercial Auto</i>	<i>Crime</i>
<i>Foreign Package</i>	<i>Cyber Liability</i>
<i>Primary Umbrella</i>	
<i>Excess Umbrella</i>	
<i>Difference-in-Condition</i>	
<i>Employment Practices Liability</i>	

DISCUSSION

In order to conduct LACERA's search for insurance coverage, KCAIB, obtained competitive bids from various insurance carriers for each line of coverage. Their marketing efforts were comprehensive utilizing the marketplace to secure the best possible program renewals. KCAIB approached numerous carriers and analyzed various programs to develop the most cost effective program for LACERA.

KCAIB presented an insurance proposal package to the Insurance Selection Team (Team) for a complete analysis of each program whereby all terms (including coverage limits and sub-limits, deductibles, endorsements, and exclusions) were compared side-by-side. The Team consisted of representatives from the Administrative Services Division, Legal Office, and Executive Office. The selection of an insurance carrier is based on a number of factors, i.e. financial strength (A.M. Best financial strength and creditworthiness rating), policy limits, potential covered losses, and cost.

Overall, the insurance market remains "flat" this year, as it was last year. A "flat" insurance market means premium pricing has stabilized. This pricing is primarily driven by the insurance surplus being at an all-time high, leading the policy prices to remain flat.

EMPLOYMENT PRACTICES LIABILITY INSURANCE

Employment Practices Liability Insurance (EPLI) provides additional protection for LACERA against claims of discrimination, sexual harassment, and wrongful termination, among many other employment-related issues. Any prospective, current, or past employee can bring a lawsuit against the organization which may lead to high costs of legally defending the claim. Whether or not the claim is valid, the defense cost can be excessive. The insurance coverage will provide the necessary resources needed to defend against a lawsuit or pay for a claim.

According to a 2017 report conducted by Hiscox, “A representative study of 1,214 closed claims reported by small to medium-sized enterprises (SMEs) with fewer than 500 employees showed that 24% of employment charges resulted in defense and settlement costs averaging a total of \$160,000. On average, those matters took 318 days to resolve.”²

In recent years, the number of claims nationwide has grown dramatically. To ensure that LACERA has adequate EPLI coverage, the Team conducted a thorough evaluation of each carrier’s policy proposal using the following criteria:

- Best programs and services
- Best protects the LACERA Trust Fund
- Best value to the organization

The Team compared the proposed coverage policies, and determined that the Markel American Insurance Company (Markel) Policy form was more comprehensive than the other qualifying carriers. Markel’s proposed premiums were \$16,396 higher than the other carriers that were under consideration. Nonetheless, we recommend renewing with the incumbent carrier Markel because Markel has demonstrated the best value to LACERA and includes the following distinguishing features:

- Markel provides access to a loss prevention website full of resources to help prevent claims and to gain knowledge of the ever-changing EPLI legal environment.

² “The 2017 Hiscox Guide to Employee Lawsuits”. hiscox.com. Retrieved 2019-03-29

- Past customer service and demonstrated professionalism; Markel's ability to accurately and quickly process LACERA's prior claims.
- Free online discrimination and sexual harassment training for staff and supervisors.
- In addition to permanent employees; leased, temporary, part-time, intern, independent contractors, and volunteers are included in the policy.

Further, Markel's premium rate did not increase, even though LACERA has experienced several EPL claims in the last four years.

DIFFERENCE-IN-CONDITIONS (Earthquake/Flood)

Difference-in-Conditions (DIC) insurance provides expanded coverage for perils not covered by standard insurance policies. DIC insurance is designed to increase coverage for perils that can result in severe losses, such as floods, earthquakes, and other catastrophes. DIC insurance covers some of the losses and damage that earthquakes can cause to:

- Business Personal Property
- Business Income Including Extra Expense
- Fine Arts
- EDP Equipment & Media
- EDP Software & Valuable papers
- Valuable Papers & Records

The Team reviewed the DIC Insurance quotes to determine which policy best protects the Trust Fund while still opting for the most competitive price. The Team determined that the Empire Indemnity/Hiscox Insurance Company's Policy form is more comprehensive than what the other carriers offered. Empire Indemnity/Hiscox was the only carrier to offer the full \$20 million policy limit. The other carriers offered \$10 million in coverage, which requires multiple layers to reach the required \$20 million limit leading to a 17% increase in cost over the Empire Indemnity/Hiscox proposal.

ADDITIONAL INSURANCE POLICY DETAILS

In addition to the EPLI and DIC coverage, each line of coverage below is up for renewal. Board approval is not sought for these coverages because their premiums are within the CEO's \$75,000 authority; however, information on each coverage is provided for reference.

Domestic Business Insurance Package

The insurance for the Business Package combines the Property Insurance, General Liability, Employee Benefits, and Commercial Auto into one policy. The table below provides details on the Domestic Business Insurance Package through CNA Insurance Company. The premium rate with CNA is 25-36% lower than the competing carriers, making CNA the more favorable carrier. There was a slight increase in premiums (+\$1,603) due to multiple automobile claims.

	Description	Risks	Policy Limits	Term	2018-19 Premium
Property Insurance	<i>Business property insurance protects physical assets from fire, explosions, burst pipes, theft and vandalism.</i>	<ul style="list-style-type: none"> • Fire • Water Damage • Vandalism • Technology Theft • Loss of Records 	<ul style="list-style-type: none"> • \$20,000,000 Property/EPD • \$5,000,000 EQSL • \$20,000,000 Business Income 	06/30/18 – 06/30/19	\$44,933.32
General Liability	<i>Provides protection from a variety of claims including bodily injury, property damage, personal injury and others that can arise from normal business operations.</i>	<ul style="list-style-type: none"> • Injury to Members • Injury to Visitors • Injury to Vendors • Offsite Visit Property Damage • Slander or Copyright Infringement 	<ul style="list-style-type: none"> • \$2,000,000 Aggregate • \$1,000,000 Each Occurrence • \$1,000,000 Personal & Advertising Liability Agg. • \$300,000 Fire Damage, Legal • \$10,000 Medical Payments 	06/30/18 – 06/30/19	

Employee Benefits Liability	<i>Liability of an employer for an error or omission in the administration of an employee benefit program, such as failure to advise employees of benefit programs.</i>	<ul style="list-style-type: none"> • Calculation Errors • Provide Members Inaccurate Information • Failure to Enroll, Maintain, or Terminate Beneficiaries • Administrative Errors in Handling Employee Benefits 	<ul style="list-style-type: none"> • \$1,000,000 Each Claim • \$1,000,000 Aggregate 	06/30/18 – 06/30/19	
Commercial Auto	<i>Provides protection and financial assistance in the event of auto accidents, collisions, vandalism, theft, and some types of storm damage.</i>	<ul style="list-style-type: none"> • Auto Accidents • Hit and Run Accidents • Vandalism • Theft • Damages from Disasters (Natural/Man-Made) 	<ul style="list-style-type: none"> • \$1,000,000 Auto Liability • \$1,000,000 Uninsured Motorists • \$5,000 Medical Payments • \$1,000,000 NOAH* Auto *Owned, Hired & Non-owned Autos 	06/30/18 – 06/30/19	

Foreign Business Insurance Package

The insurance for the Foreign Business Package is similar to the Domestic Package and provides coverage for Property Insurance, General Liability, Employee Benefits, and Commercial Auto. The only difference is the coverage is for incidents that occur outside the United States. In addition to the liability coverage, the policy includes kidnap and ransom coverage with a \$250,000 limit. The premium rate with the incumbent carrier (CNA) was flat from the previous year and is 12-31% lower than the competing carriers.

	Description	Risks	Policy Limits	Term	2018-19 Premium
Foreign Package	<i>Provides coverage for wrongful acts arising from the employment process.</i>	<i>Overseas</i> <ul style="list-style-type: none"> • <i>Auto Accidents</i> • <i>Hospitalization /Sickness</i> • <i>Property Damage</i> • <i>Kidnap & Ransom</i> 	<ul style="list-style-type: none"> • <i>\$2,000,000 General Aggregate incl. Products</i> • <i>\$1,000,000 Each Occurrence</i> • <i>\$1,000,00 Personal & Advertising Liability agg</i> • <i>\$1,000,000 Fire Legal</i> • <i>\$10,000 Medical Payments</i> • <i>\$1,000,000 Employee Benefit Liability each claim</i> • <i>\$1,000,000 Employee Benefit Liability aggregate</i> • <i>\$1,000,000 Auto Liability</i> • <i>\$20,000 Auto Medical Payments</i> • <i>\$1,000,000 Employers Each Accident</i> • <i>\$1,000,000 Each Employee</i> • <i>\$1,000,000 Policy Limit</i> • <i>\$250,000 Principal Sum</i> • <i>\$250,000 Medical</i> • <i>\$100,000 Evacuation</i> • <i>\$15,000 Repatriation</i> <i>Included Concierge</i> 	<i>06/30/18</i> – <i>06/30/19</i>	<i>\$5,323.00</i>

Primary and Excess Umbrella Liability Insurance

Umbrella Liability Insurance provides an extra layer of liability protection by covering costs that extend beyond the other liability policy's coverage limits. In other words, umbrella insurance complements other liability policy coverages by taking over when the liability coverage limits have been reached. In order to protect the Trust Fund from liability due to unforeseen claims, it is recommended LACERA obtain coverage in the amount of \$25 million. The highest limit Insurance Carriers are willing to underwrite for the Umbrella coverage is \$15 million; therefore, LACERA is required to obtain the coverage in multiple layers, \$15 million primary and \$10 million excess, to reach the desired coverage of \$25 million.

After comparing the Primary Umbrella Policy to the other insurance carriers, it is determined that there is a slight increase in the premium rate with the current carrier (CNA). However, the increase is \$259 lower than the lowest bidder, Hartford. It was determined the savings are not enough to switch carriers since the policy coverages and limits are equivalent. The quoted premium for the Primary Umbrella Policy is \$12,382 with a \$10,000 self-insured retention (deductible).

Multiple insurance carriers were invited to provide quotes for the Excess Umbrella Policy but declined to bid since they could not compete with the current premiums, coverage, and limits already provided to LACERA. The premium rate with the incumbent carrier (Chubb) was flat from the previous year, \$8,750.

Supplemental Travel Insurance

Supplemental Travel Insurance is a travel insurance policy that is intended to cover Board Members and staff when traveling internationally and domestically on official LACERA business. The supplemental insurance protects LACERA personal property and provides additional coverage from unforeseen circumstances. The coverage can be purchased as needed at \$450.00 per person and expires one year from the date of purchase. The Supplemental Policy offers the following coverage:

- Trip Cancellation
- Lost Baggage
- Business Travel Accidents
- Legal Assistance
- Travel and Document Assistance
- Concierge Services

FISCAL IMPACT

The cost of the various insurance that are included in the Property and Casualty Insurance Program for the FY 2019-20 are \$254,428.80, a 1% increase from FY 2018-19 in the amount of \$251,286.80.

SUMMARY

After an extensive procurement process, the Team recommends to bind a one-year policy for Employment Practices Liability with Markel American Insurance Company with \$5 million in policy limits and bind a one-year policy for Difference-in-Conditions Insurance with Empire Indemnity/Hiscox with \$20 million in policy limits.

IT IS THEREFORE RECOMMENDED THAT YOUR BOARD approve the purchase of Employment Practices Liability and the Difference-in-Condition (Earthquake/Flood) insurance coverage, effective June 30, 2019 with the following insurance carriers:

Coverage Type	Carrier	Limits	Premium
Employment Practices Liability	Markel American Insurance Co.	\$5 Million	\$99,820.00
Difference-in-Condition	Empire Indemnity/Hiscox	\$20 Million	\$83,220.48

JCB/jb

Noted and Approved

JJ Popowich

Assistant Executive Officer

December 23, 2019

TO: Trustees,
Board of Retirement
Board of Investments

FROM: Steven P. Rice *SPR*
Chief Counsel

FOR: January 8, 2020 Board of Investments Meeting
January 9, 2020 Board of Retirement Meeting

SUBJECT: 2020 Board Election Process

Background

In 2020, there will be an election for the Second (general), Eighth (retired), and Alternate Retired Member seats on the Board of Retirement, currently held by Herman Santos, Les Robbins, and JP Harris, respectively. There will also be an election for the Second (safety) and Eighth (retired) seats on the Board of Investments, now held by David Green and David Muir, respectively.

Government Code Section 31520.1 of the County Employees Retirement Law of 1937 (CERL) provides that Board of Retirement elections are conducted “in a manner determined by the board of supervisors.” As to the Board of Investments, the governing CERL provision, Section 31520.2, does not contain the same language; Section 31520.2 is silent as to determination of BOI election procedures. However, it has been LACERA and the County’s practice and legal understanding that the Board of Supervisors also determines the manner of BOI elections.

Accordingly, each election year, the Board of Supervisors adopts a resolution describing the election process and procedures.

2019 Election

For the 2019 election, the Board of Supervisors approved an e-voting and telephone voting process. See April 9, 2019 Board of Supervisors Letter and Resolution (attached as Exhibit A). In prior years, the Board of Supervisors approved paper ballots, which were voted manually and returned by U.S. Mail or personal delivery. See, e.g., April 12, 2016 Board of Supervisors Letter and Resolutions (attached as Exhibit B).

The County sought the input of the LACERA Boards with respect to the 2019 election. The Board generally supported the use of e-voting and telephone voting for safety

members, while expressing concern about the future use of such a process for retirees and general members, some of whom might not have access to the necessary technology or may not be adept at the use of such technology, and might therefore have their access to the election impaired.

The County believes, based on the 2019 experience and evaluation of that election, that the process improved turnout (which was reported to be slightly under 1% higher than the 2016 election, although still lower than the 2013, 2010, and 2007 elections). Turnout for the past five safety elections is as follows:

2019	19.5%
2016	18.58%
2013	24%
2010	25.8%
2007	26.7%

The County provided multiple notice to all voters to ensure awareness of the election and the voting procedures. The 2019 process also achieved cost savings for the County.

The County stated that there were some technical lessons learned from the 2019 election (including information forwarded by LACERA during the election). The County investigated all concerns conveyed to it during the election. The County is not aware of any member who did not receive notice or was unable to vote in 2019.

2020 Election

LACERA's CEO and Chief Counsel recently had an initial conversation about the 2020 election with County staff, including representatives of the County CEO's office and the Board of Supervisors Executive Office.

It is the County's current intention to use an e-voting and telephonic voting process with two-factor authentication to ensure voter identification and security. In addition, the County may send mail notice. There will be an emphasis on the availability of telephonic voting for those who do not have email or find that technology to be challenging. The County plans to select the election vendor through a Request for Proposals process. The County is open again this year to LACERA's comments and has asked to work with LACERA.

LACERA management is collecting information about general and retired member use of the Call Center, lacera.com, and the member portal to take advantage of LACERA's experience with members and the use of technology. We are reviewing issues of

member communication and access. We will integrate the knowledge of LACERA's Systems, Communications, and Member Services Divisions and the Executive Office to share with the County and bring staff's best ideas forward to assist the County and our members in having a fair and open election. LACERA has requested historical turnout information for the past several general and retired elections. As in 2019, management will keep the Boards closely apprised of the election process.

Conclusion

While the County has authority to determine the election process under CERL as noted above, the County is interested in the questions or concerns of LACERA Board trustees. Staff requests that the Boards discuss the issue and provide input that may be provided to the County as it finalizes the 2020 election process.

Attachments

c: Santos H. Kreimann
Jonathan Gabel
JJ Popowich

EXHIBIT A

2019 BOS Election Memo



CELIA ZAVALA
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX: (213) 620-0636

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

JANICE HAHN

KATHRYN BARGER

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

17 April 9, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

April 09, 2019

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ELECTION OF THE SEVENTH MEMBER AND ALTERNATE SAFETY MEMBER OF THE BOARD OF RETIREMENT AND THE FOURTH MEMBER OF THE BOARD OF INVESTMENTS (ALL DISTRICTS) (3-VOTES)

SUBJECT

ADOPTION OF RESOLUTION ESTABLISHING THE GOVERNING PROCEDURES FOR THE 2019 LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION (LACERA) ELECTION.

IT IS RECOMMENDED THAT THE BOARD:

Adopt the attached resolution establishing the procedures to elect the Seventh Member and Alternate Safety Member of the Board of Retirement and the Fourth Member of the Board of Investments for the Los Angeles County Employees Retirement Association (LACERA), with three-year terms beginning on January 1, 2020, and expiring on December 31, 2022; and instruct the Executive Officer of the Board of Supervisors to send notice of the election and copies of the election resolution to all County departments that employ Safety Members of LACERA.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The County Employees Retirement Law of 1937 provides for the membership of the Board of Retirement and the Board of Investments of LACERA. Every year the Board of Supervisors adopts, by resolution, the election procedures for members of the Board of Retirement and the Board of Investments of LACERA whose terms of office will expire on December 31st of that year.

Implementation of Strategic Plan Goals

Approval of the attached resolution broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Responsibility and Accountability.

FISCAL IMPACT/FINANCING

The cost of conducting the LACERA election will be absorbed within the Board of Supervisor's and the Registrar-Recorder/County Clerk's budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Government Code Sections 31520.1 and 31520.2 grant the Board of Supervisors the authority to conduct the election for the elected members of the Board of Retirement and the Board of Investments. Your Board has given the Executive Officer of the Board of Supervisors the responsibility for coordinating these elections with the Registrar-Recorder/County Clerk, LACERA and with County departments through departmental election coordinators.

The election for the Seventh Member and Alternate Safety Member of the Board of Retirement and the Fourth Member of the Board of Investments is a regular election to fill terms of office that expire on December 31, 2019. Active Safety Members of LACERA on May 15, 2019, are eligible to vote in this election. The total eligible voting population in this election is approximately 13,000 persons. In an effort to reduce costs and increase voter turnout, voters will be able to cast their votes either online or by telephone, thereby eliminating the need for, and costs of, paper ballots.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Besides the evident need to fill these offices on the Board of Retirement and the Board of Investments, this election provides an opportunity for Safety Members to participate in selecting board members whose official decisions have a great impact on their own retirement system. Thus, County departments must ensure that any communication from the Executive Officer concerning this election is posted and/or distributed in a timely manner. As always, departments will be called upon to respond immediately to situations that may surface. It is important to emphasize that the integrity of these elections often rests with a department's cooperation and active participation in the election process.

The Honorable Board of Supervisors

4/9/2019

Page 3

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Celia Zavala".

CELIA ZAVALA

Executive Officer, Board of Supervisors

CZ:dg

Enclosures

c: Chief Executive Officer
County Counsel
Chief Executive Officer, LACERA
Registrar-Recorder/County Clerk
Auditor-Controller
Director, Internal Services Department

**RESOLUTION ESTABLISHING THE ELECTION FOR SEVENTH MEMBER AND
ALTERNATE SAFETY MEMBER OF THE BOARD OF RETIREMENT
AND FOURTH MEMBER OF THE BOARD OF INVESTMENTS**

WHEREAS, under the provisions of the County Employees Retirement Law of 1937, the Board of Retirement shall consist of nine members and two alternate members; the Board of Investments shall consist of nine members; and

WHEREAS, the term of the Seventh and Alternate Safety Member of the Board of Retirement, and Fourth Member of the Board of Investments, will expire on December 31, 2019; and

WHEREAS, pursuant to the provisions of the County Employees Retirement Law of 1937, Section 31520.1 and 31520.2 of the Government Code, a successor shall be elected to fill the offices for the term beginning January 1, 2020, at an election conducted in a manner to be determined by the Board of Supervisors:

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Los Angeles that the nomination of candidates and the election of the Seventh Member and Alternate Safety Member of the Board of Retirement, Los Angeles County Employees Retirement Association (LACERA), and election of the Fourth Member of the Board of Investments (LACERA), elected by the Safety Members of said Retirement Association to fill the term beginning January 1, 2020, and expiring December 31, 2022, shall be in accordance with the rules and process herein prescribed:

1. The Executive Officer of the Board of Supervisors shall administer the election for the Seventh Member and Alternate Safety Member of the Board of Retirement of LACERA, and the Fourth Member of the Board of Investments of LACERA.
2. The Executive Officer of the Board of Supervisors shall, on or before Tuesday, April 30, 2019, notify department heads who employ Safety Members of the election and shall provide department heads with an election notice for use in notifying their respective employees.

3. Department heads with Safety Member employees in their departments shall notify their employees of the election by posting sufficient copies of the election notice in work areas on or before Tuesday, May 14, 2019.
4. The Executive Officer of the Board of Supervisors, through a coordinated effort with the Internal Services and Auditor-Controller Departments, shall, on or before Friday, May 17, 2019, send an email to Safety Members within the County that have County email addresses, advising them of the upcoming LACERA election.
5. Each department head with Safety Members in his or her department shall appoint at least one employee who will act as the departmental election coordinator, and at least one employee who will act as the alternate departmental election coordinator. Election coordinators and alternate coordinators shall be responsible for communicating election information to the employees of the department, and shall attend all training sessions, as specified by the Executive Officer of the Board of Supervisors, regarding the administration of the election. Departments with work locations which have more than 100 employees who are eligible to vote are urged to select an on-site election coordinator for each of these locations. It is the responsibility of the department head to notify the Executive Office of the Board of Supervisors at (213) 974-1093 or email to LACERA_ELECTION@bos.lacounty.gov the names, telephone numbers, work place mailing addresses and/or email addresses for employees appointed on or before Monday, May 13, 2019.
6. LACERA Safety Member candidates shall a) be active Safety Members of LACERA on May 15, 2019, b) submit the required documents in the nomination packet to the Registrar-Recorder/County Clerk's office and c) be nominated by a petition signed by at least fifty (50) active Safety Members of LACERA, who themselves were active Safety Members on May 15, 2019, and no member may sign more than one nominating petition. Nomination packets may be obtained from the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, on or after Monday, May 20, 2019. Nomination packets contain: (1) nomination petitions; (2) Candidate Statement of Qualifications Form; (3) resolution; and (4) candidate information booklet. Nominating petitions must be filed with the Registrar-

Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, no later than 5:00 p.m. on Tuesday, June 18, 2019.

7. Each department head shall allow nominees to solicit nominating signatures and candidates to engage in campaign-related activities during working hours on County property provided such signature solicitation and campaign activities are conducted during the employees' lunch, break time, or other off-duty time and does not interfere with County operations or the conduct of County business.
8. The Registrar-Recorder/County Clerk shall examine the signatures on the nominating petitions and notify each nominee of his or her status, no later than Friday, June 21, 2019. If the Registrar-Recorder/County Clerk determines that only one member has been duly nominated, pursuant to the provisions of the County Employees Retirement Law of 1937, Sections 31523 and 31523.1 of the Government Code, the Registrar-Recorder/County Clerk shall notify the Board of Supervisors and the Board of Supervisors shall order that no election be held and the Executive Officer of the Board of Supervisors shall be directed to cast a unanimous ballot in favor of such nominated member. If more than one member has been duly nominated, The Registrar-Recorder/County Clerk shall certify to the Executive Officer of the Board of Supervisors by Friday, June 21, 2019, the names of the candidates to be placed on the official ballot.
9. Nominees in this election may file with the Registrar-Recorder/County Clerk a statement of qualifications of not more than 200 words. Words shall be counted as provided in Elections Code Section 9. Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall be limited to a recitation of the nominee's own personal background and qualifications, and shall not in any way make reference to other nominees or to another nominee's qualifications. A nominee may file his or her statement of qualifications beginning Monday, May 20, 2019 and ending Tuesday, June 18, 2019. No statement of qualifications may be withdrawn and/or re-filed after 5:00 p.m., Tuesday, June 18, 2019. The statement shall become a part of the official voting material, except as provided in paragraph 10, below.

10. Within 5 days of receipt of a candidate's statement of qualifications, the Registrar-Recorder/County Clerk shall examine the statement of qualifications. Any statement of qualifications which the Registrar-Recorder/County Clerk determines is not limited to a recitation of the nominee's own personal background and qualifications or which includes any reference to other nominees or to another nominee's qualifications shall not be printed or circulated by the Registrar-Recorder/County Clerk. The Registrar-Recorder/County Clerk shall notify each nominee by telephone at his or her telephone number that the nominee has provided, and via U.S. Mail sent to the nominee's mailing address if the nominee's statement of qualifications is rejected pursuant to this provision. The decision of the Registrar-Recorder/County Clerk to accept or reject a nominee's statement of qualifications is final. However, a candidate may re-file a statement of qualifications for reconsideration prior to 5:00 p.m., Tuesday, June 18, 2019. Any judicial proceeding challenging the decision of the Registrar-Recorder/County Clerk to reject or accept a nominee's statement of qualifications shall be governed, to the extent determined applicable by the courts, under the procedures set forth in Elections Code Section 13314.

11. Candidates' statements of qualifications will be available for public inspection at the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, beginning on Monday, June 24, 2019, and ending at 5:00 p.m. Friday, June 28, 2019. On Monday, July 1, 2019, candidates' statements of qualifications approved by the Registrar-Recorder/County Clerk may be viewed at:

<http://bos.co.la.ca.us/Services/ConflictofInterest/LACERAElection.aspx>

12. A public drawing will be held to determine the ballot order at 2:00 p.m. on Wednesday, June 26, 2019, in the Executive Office of the Board of Supervisors, B-1 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles.

13. Any County employee who is a candidate in this election is a candidate in his or her personal capacity, and may not use County time or County resources to further his or her campaign or election. Any candidate who violates this provision, or has others violate this provision on behalf of his or her candidacy, is subject to discipline, including discharge from County employment.

14. Each department head shall designate existing departmental bulletin board space for all candidates to display campaign material. Campaign material shall clearly state that employees are prohibited from using County time or County resources to further the campaign or election of the candidate.
15. Upon request of a candidate, on or after Monday, June 24, 2019, each department head shall provide the address of each department's work locations where employees who are eligible to vote in this election are employed.
16. Except as otherwise prohibited by law, employees may wear campaign badges or buttons during working hours.
17. Eligible voters will be able to cast their votes either online or by telephone beginning Monday, August 5, 2019, through the closing of the election on Friday, August 30, 2019. The online voting system will be provided through a secure website and can be accessed using any web enabled device. The telephone voting system will be provided through a dedicated toll-free number for voters using a touch-tone dial pad. The online voting and telephone system shall be available 24 hours per day, seven days a week, with 99% up-time during the voting period.
18. Members eligible to vote in this election shall be Safety Members of LACERA on May 15, 2019. In coordination with the Auditor-Controller and Internal Services Department, the Executive Officer of the Board of Supervisors will obtain an electronic file of eligible Safety Members who were active Safety Members of LACERA on May 15, 2019.
19. Safety Members eligible to vote in this election who have valid County email addresses will be sent login credentials to their County email address on opening voting day Monday, August 5, 2019. The email will contain: (1) a URL link to the online voting website; (2) toll-free number to the telephone voting system; (3) username, identified as the employee number; (4) unique pin number; (5) voting instructions; and (6) links to candidate statements (if applicable) and statement of

powers and duties of Board of Retirement Member (Attachment A) and Board of Investments Member (Attachment B). An added layer of security will require eligible voters to provide additional identifying information before gaining access to the online or telephone voting system.

Eligible voters who do not have a valid email address will be identified before the election period and will receive login credentials and voter information by U.S. mail that will be mailed no later than 5:00 p.m. on Thursday, August 1, 2019.

20. The online voting system will require voters to enter their login credentials and other identifying information. Once logged in, the online voting website will include the following: (1) a list of the certified candidates and sufficient information to acquaint members with the nature of the election and the proper method of casting an electronic ballot; (2) a link to the statements of qualifications if properly filed by the candidate; and (3) a link to the statement of powers and duties of the Board Members. Voters will be able to mark their selection for each seat and make changes before confirming their final selections.
21. The telephone voting system will require voters to enter their login credentials and other identifying information before accessing their telephonic ballot. The telephone system will play a recording of the election seat and the candidates for the seat, along with a corresponding number for the voter to select the candidate of their choosing, or allow the voter to move on to the next election seat if they choose not to cast a vote for any candidate. Once the voter has selected the corresponding number of the candidate they wish to vote for using their touch-tone dial pad, the telephone system will ask the voter to confirm the vote or go back to the menu selection of candidates. If the voter confirms their candidate selection, the telephone system will proceed to the next election seat following the same steps noted in this paragraph.
22. No member may vote more than once in this election. The online and telephone system will include controls to prevent a voter from accessing their online or telephonic ballot if a ballot has been cast. Eligible voters will have the opportunity to

review their final selections before casting their online/telephonic vote as final. Once a final ballot is cast by the voter, a unique receipt code will be displayed online for the voter to print or write down for reference, and receipt codes provided by the telephone voting system will be recited for the voter to write down.

23. The Executive Office of the Board of Supervisors shall provide eligible voters with the contact information to use if voter assistance is needed. Contact information will be provided with the login information sent to voters, listed on the online voting system, and posted on the Executive Office of the Board of Supervisors' website.
24. The Executive Officer of the Board of Supervisors shall confirm the election results on or before Monday, September 9, 2019.
25. The Executive Office of the Board of Supervisors shall (a) telephone each candidate receiving more than 20 percent of the total votes cast at his or her telephone number provided as to the results on or before Monday, September 9, 2019, and (b) send written notice of the results via U.S. Mail to each candidate's mailing address, or send electronic mail to those candidates who prefer electronic communication on or before Monday, September 9, 2019.
26. In the event any candidate desires to protest the results of the election, he or she must file a written protest with the Executive Office of the Board of Supervisors no later than 5:00 p.m., Friday, September 13, 2019. The written protest must specify the grounds for the protest and be accompanied by supporting documentation.
27. In the event that a candidate makes a request for a recount, the requestor shall bear the cost of such recount and shall file a written request with the Executive Officer of the Board of Supervisor no later than 5:00 p.m., Friday September 13, 2019. The requester of the recount shall, before the recount is commenced deposit with the Executive Officer of the Board of Supervisors a sum as required by the Executive Officer of the Board of Supervisors to cover the cost of the recount. The Executive Officer of the Board of Supervisors shall commence a recount no later than Friday, September 20, 2019. In the event the recount results in a determination that the

candidate who requested the recount has received a plurality of the votes cast, all money deposited shall be returned to the requester.

28. The Board of Supervisors at its meeting on or before Tuesday, October 15, 2019, or on a date following the completion of any recount and/or investigation of a protest, shall declare the results official. The person receiving the highest number of votes for the Seventh Member, Board of Retirement, and Fourth Member, Board of Investments, shall be declared elected. The elected Alternate Safety Member of the Board of Retirement shall be that candidate, if any, for the Seventh Member from the group under Government Code Section 31470.2 or 31470.4, or any other eligible Safety Member candidate, if there is no eligible candidate from the groups under Sections 31470.2 and 31470.4 which is not represented by the candidate who received the highest number of votes of all candidates in that group. In the event of a tie, such persons shall determine which of them shall be elected by drawing lots before the Board of Supervisors.
29. In lieu of declaring the results official, the Board of Supervisors may order a new election if the Board determines, on the basis of written protest or on its own motion, that any error, omission or neglect occurred attributable to the County in the administration of the election sufficient to change the result. The rejection of a candidate's statement of qualifications by the Registrar-Recorder/County Clerk, or the failure of the Registrar-Recorder/County Clerk to reject a candidate's statement of qualifications shall not constitute grounds for a new election. Allegations of candidate misconduct shall not constitute grounds for a new election, but if later substantiated may lead to administrative discipline or criminal culpability.
30. Election material/data retained by the Executive Office of the Board of Supervisors and its affiliates; nominating petitions retained by the Registrar-Recorder/County Clerk may be discarded or otherwise disposed of no earlier than sixty (60) days after the date of the final declaration of the election results by the Board of Supervisors.
31. The Executive Officer of the Board of Supervisors may, in the exercise of her discretion, implement additional procedures, as she may deem necessary in order to

preserve a fair and equitable election process. The Executive Officer of the Board of Supervisors shall, within ten (10) days, notify the Board of Supervisors, the Boards of Investments and Retirement and all candidates of any additional procedures implemented pursuant to this provision.

The foregoing resolution was adopted on the 9th day of April, 2019, by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.



Celia Zavala, Executive Officer-
Clerk of the Board of Supervisors of the
County of Los Angeles

By: *Tanya Ruiz*
Deputy

APPROVED AS TO FORM:
MARY WICKHAM
County Counsel

By *Gina Eachus*
Gina Eachus
Senior Deputy County Counsel

**POWERS AND DUTIES
OF RETIREMENT BOARD MEMBERS**

The Board of Retirement provides this summary to enable voters to evaluate candidates for the Board. The Board urges voters to review this summary prior to voting.

INTRODUCTION

The overall responsibility of the Board of Retirement is to oversee the administration of the retirement pension system and the retiree health care program to ensure that members are provided with the promised benefits upon completion of their public service with Los Angeles County and other participating public employers. In total, members of the Board of Retirement can expect to commit approximately 120-140 hours of their time each month to discharging their duties to the retirement system.

As to those elected Board members who are employed by the County or a participating district, the law provides that these LACERA duties are included as part of their County or other public employment and shall normally take precedence over any other duties. Given the time commitment necessary to fulfill the responsibilities of Board membership, elected Board members will be required to spend a great majority of their working time each month in carrying out their important LACERA duties and responsibilities.

The responsibilities and duties of Board members are explained in detail below.

BOARD MEMBER RESPONSIBILITIES

A Board member's duties include:

1. ***Board and Committee Meetings.*** The Board meets twice each month unless otherwise specified, usually on the first Wednesday and second Thursday, with each meeting generally lasting from 6 to 8 hours. In addition, the Board has established committees to assist in carrying out its responsibilities. The Board also shares additional committees jointly with the system's Board of Investments, including the Audit Committee. Some committees meet monthly; others meet less frequently but up to several times per year. Committee meetings may be held both before and after regular Board meetings, and at other times, and generally last 1 to 2 hours. In addition to the time required to attend meetings, considerable time is required to prepare for meetings and review relevant materials developed by staff and management.
2. ***General Management.*** The general management of LACERA is under the Board of Retirement's oversight. To exercise this responsibility, the Board establishes policies, procedures, and governance processes, and

receives, discusses, and questions reports on operational activities. A few management functions are shared with the Board of Investments. The Boards of Retirement and Investments, acting jointly, adopt the annual budget covering LACERA's operations. The two Boards also act jointly in certain employee relations matters, including approval of Memoranda of Understanding (MOU's) negotiated with SEIU Local 721, the union bargaining for represented employees of LACERA, and approval of compensation to be provided to LACERA's nonrepresented employees. The Board of Retirement is not responsible for investments or for the adoption of funding policies and the setting of contribution rates. The Legislature assigned those responsibilities to the Board of Investments.

3. ***Payment of Retirement Pension Benefits.*** The Board of Retirement administers a statutory retirement plan; it does not establish retirement benefits. This means that retirement benefits can only be provided if they have been authorized by the State Legislature in the County Employees Retirement Law of 1937, found in the California Government Code beginning at Section 31450, and the California Public Employees' Pension Reform Act of 2013, found in the California Government Code beginning at Section 7522. Retirement benefits not authorized by the retirement laws cannot be implemented by the Board of Retirement; rather, a bill must be processed through the Legislature to amend the retirement laws. With only a few exceptions, the Legislature has required the County Board of Supervisors to adopt a resolution approving benefit enhancements before they can take effect.
4. ***Disability Retirement Applications.*** One of the most important – and by far the most time consuming – duties of a Board member is to review disability retirement applications and to participate in the Board's decision to grant or deny disability retirements according to applicable legal standards. It is anticipated the Board of Retirement will process approximately 30 to 50 disability retirement cases per month. Board members carefully review each application and the medical evidence supporting the application. A Board member will then participate in the Board's deliberations and vote on each application.
5. ***Retiree Healthcare Benefits.*** The Board oversees the administration of retiree healthcare benefits under contract with the County and other participating employers.
6. ***Claims and Litigation.*** The Board decides claims made by members concerning their benefits and related issues. The Board also oversees litigation, other than securities litigation.
7. ***Retention and Oversight of Vendors, Consultants, and Experts.*** The Board approves and oversees the retention and performance of vendors, consultants, and experts to assist in the administration of the system and to aid the Board when appropriate.

8. **Delegation.** The day-to-day operations of the retirement system are delegated to staff and outside service providers. Board members consider what responsibilities will be delegated and to whom delegation is made. Board members ensure that delegated responsibilities are properly performed through monitoring, questioning, and accountability.
9. **Legal Compliance.** The Board ensures that the retirement system maintains compliance with the plan documents and all applicable laws governing the system. Board members comply with this responsibility by conducting a periodic review of plan documents and monitoring changing legal requirements.
10. **Education.** Board members are legally required to educate themselves on appropriate topics, which may include benefits administration, disability evaluation, fair hearings, pension fund governance, new board member orientation, ethics, and fiduciary responsibilities, among other topics. Such education must consist of a minimum of 24 hours within two years of assuming office and 24 hours every subsequent two-year period the member continues on the Board.
11. **Involvement.** Board members may participate in state and national pension and retirement related organizations, including serving as an executive or committee member in these organizations. Board members may also represent LACERA's interests through engagement with the legislative and executive branches of state and federal government.

FIDUCIARY DUTIES

Board members have the following fiduciary duties:

1. **Duty of Loyalty.** The California Constitution provides that Board of Retirement members are fiduciaries and are required to, "discharge their duties with respect to the system solely in the interest of, and for the exclusive purposes of providing benefits to, participants and their beneficiaries, minimizing employer contributions thereto, and defraying reasonable expenses of administering the system. A retirement board's duty to its participants and their beneficiaries shall take precedence over any other duty." All Board members, whether elected or appointed, have the same fiduciary duty. The Board members' duty of loyalty at all times is to the participants and beneficiaries as a whole. Board members do not serve as the agent or representative of the agency or group responsible for their election or appointment. Where different groups of participants have different interests on an issue, Board members have a duty to be impartial as between conflicting participant interests and act to serve the overall best interests of all of the participants of the system.
2. **Duty of Care.** The California Constitution provides that assets of the retirement system are trust funds to be used only for the purpose of

providing benefits and paying the costs of administering the system. Under the Constitution, members of the Board of Retirement “shall discharge their duties with respect to the system with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with these matters would use in the conduct of an enterprise of a like character and with like aims.”

The duty of care means that Board members must exercise reasonable effort and diligence in administering and exercising oversight over the system, including: implementing, and periodically reviewing and updating, policies, procedures, and processes; requesting necessary reports and information; analyzing the information, advice, and recommendations received; asking questions; seeking expert advice when required from staff and outside expert consultants; deliberating carefully before making decisions; and understanding the reason for actions before taking them. Board members must monitor the administration of the system, follow the plan documents and applicable law, and take corrective action when required to ensure the sound administration of the system so that benefits and related services are timely and correctly delivered to participants and their beneficiaries and the other matters under the responsibility of the Board of Retirement are properly performed.

CONFLICTS OF INTEREST

Board members must be free of conflicts of interest in compliance with applicable legal requirements and LACERA’s Conflict of Interest Code and Code of Ethical Conduct. Board members must disclose conflicts of interest when they arise, and they cannot participate in decisions that will impact, positively or negatively, their own financial interests or the interests of certain of their related persons and entities. Board members are public officials under California conflict of interest laws, and they must be familiar with and follow those laws. Board members are subject to public disclosure of their economic interests and annual reporting requirements under the Political Reform Act and Fair Political Practices Commission regulations. Violation of conflict of interest laws and regulations can result in civil and criminal penalties. Conflict of interest laws and regulations are complex, and Board members should seek legal advice when appropriate. See <http://www.fppc.ca.gov/> for more information.

APPROVED BY THE BOARD OF RETIREMENT ON FEBRUARY 14, 2019.

**POWERS AND DUTIES
OF INVESTMENTS BOARD MEMBERS**

The Board of Investments provides this summary to enable voters to evaluate candidates for the Board. The Board urges voters to review this summary prior to voting.

INTRODUCTION

The Board of Investments oversees investment of LACERA's pension retirement fund (\$56.3 billion as of June 30, 2018) and determination of County and member contribution rates. In total, members of the Board of Investments can expect to commit approximately 80 hours of their time each month to discharging their duties to the retirement system.

As to those elected Board members who are employed by the County or a participating district, the law provides that these LACERA duties are included as part of their County or other public employment and shall normally take precedence over any other duties. Given the time commitment necessary to fulfill the responsibilities of Board membership, elected Board members will be required to spend a great majority of their working time each month in carrying out their important LACERA duties and responsibilities.

The responsibilities and duties of Board members are explained in detail below.

BOARD MEMBER RESPONSIBILITIES

A Board member's duties include:

1. **Board and Committee Meetings.** The Board meets once each month unless otherwise specified, usually on the second Wednesday, with each meeting generally lasting from 6 to 8 hours. In addition to the time required to attend meetings, approximately 24 hours per meeting is required to prepare for meetings and review relevant materials developed by staff and management. The Board has established committees to assist in carrying out its responsibilities. The Board also shares additional committees jointly with the system's Board of Retirement, including the Audit Committee. Committee meetings may be held both before and after regular Board meetings, and at other times, and generally last 1 to 2 hours per committee plus additional preparation time of a similar or greater number of hours.
2. **Pension Fund Investments.** The Board of Investments has exclusive control of all retirement system investments and is responsible for establishing investment beliefs and objectives, the asset allocation for the portfolio, strategies, policies, and governance processes, which are subject to change by Board action. The Board evaluates risk and return,

including consideration of corporate governance issues. The Board makes these decisions based on information and input provided by staff and external consultants. Currently, LACERA's investment portfolio is, with a few exceptions, externally managed. The Board does not make individual investment selections for the externally managed portfolio; rather, it selects investment advisors and managers to make investments for LACERA in accordance with investment objectives and guidelines established by the Board. The Board of Investments and its staff then regularly monitor and evaluate the investment activities and results of its advisors and managers.

3. **Retiree Healthcare Funds.** Under agreement with the County and other participating employers, the Board of Investments manages and invests trust funds prepaid for future retiree healthcare benefits.
4. **Contribution Rates and Actuarial Services.** Using an actuarial valuation process, the Board of Investments determines the level of contributions necessary to fund retirement benefits. The Board of Investments is responsible for setting actuarial valuation policies, selecting the actuary who will perform the valuation, and approving the actuarial valuation services provided. The actuary submits to the Board of Investments for the Board's approval such changes in County and member contribution rates as are necessary to fund retirement benefits.
5. **Securities Litigation.** The Board of Investments, with the assistance of counsel and staff, is charged with actively identifying, evaluating and monitoring securities class action lawsuits in which the fund has sustained a loss, and to determine whether the best interests of the fund are served by actively participating in such cases.
6. **Other Fund Management.** A few management functions are shared with the Board of Retirement. The Boards of Retirement and Investments, acting jointly, adopt the annual budget covering LACERA's operations. The two Boards also act jointly in certain employee relations matters, including the approval of class specifications for LACERA's employees, the approval of Memoranda of Understanding (MOU's) negotiated with SEIU Local 721, the union bargaining for represented employees of LACERA, and the approval of compensation to be provided to LACERA's nonrepresented employees. The Board of Investments is not responsible for general administration of the retirement system and benefits. The Legislature assigned those responsibilities to the Board of Retirement.
7. **Retention and Oversight of Vendors, Consultants, and Experts.** The Board approves and oversees the retention and performance of vendors, consultants, and experts to assist in system operations and aid the Board when appropriate.

8. **Delegation.** The day-to-day investment operations of the retirement system are delegated to staff and outside service providers. Board members consider what responsibilities will be delegated and to whom delegation is made. Board members ensure that delegated responsibilities are properly performed through monitoring, questioning, and accountability.
9. **Legal Compliance.** The Board ensures that the retirement system maintains compliance with the plan documents and all applicable laws governing the system. Board members comply with this responsibility by conducting a periodic review of plan documents and monitoring changing legal requirements.
10. **Education.** Board members are legally required to educate themselves on appropriate topics, which may include pension fund investments and investment management processes, actuarial matters, pension funding, pension fund governance, new board member orientation, ethics, and fiduciary responsibilities, among other topics. Such education must consist of a minimum of 24 hours within two years of assuming office and 24 hours every subsequent two-year period the member continues on the Board.
11. **Involvement.** Board members may participate in state and national pension and investment related organizations, including serving as an executive or committee member in these organizations. Board members may also represent LACERA's interests through engagement with the legislative and executive branches of state and federal government.

FIDUCIARY DUTIES

Board members have the following fiduciary duties:

1. **Duty of Loyalty.** The California Constitution provides that Board of Investments members are fiduciaries and are required to, "discharge their duties with respect to the system solely in the interest of, and for the exclusive purposes of providing benefits to, participants and their beneficiaries, minimizing employer contributions thereto, and defraying reasonable expenses of administering the system. A retirement board's duty to its participants and their beneficiaries shall take precedence over any other duty." All Board members, whether elected or appointed, have the same fiduciary duty. The Board members' duty of loyalty at all times is to the participants and beneficiaries as a whole. Board members do not serve as the agent or representative of the agency or group responsible for their election or appointment. Where different groups of participants have different interests on an issue, Board members have a duty to be impartial as between conflicting participant interests and act to serve the overall best interests of all of the participants of the system.

2. ***Duty of Care.*** The California Constitution provides that assets of the retirement system are trust funds to be used only for the purpose of providing benefits and paying the costs of administering the system. Under the Constitution, members of the Board of Investments “shall diversify the investments of the system so as to minimize the risk of loss and to maximize the rate of return, unless under the circumstances it is clearly not prudent to do so.” Governing law provides that the Board “may, in its discretion, invest, or delegate the authority to invest, the assets of the fund through the purchase, holding, or sale of any form or type of investment, financial instrument, or financial transaction when prudent in the informed opinion of the board.” The Constitution further requires that Board members “shall discharge their duties with respect to the system with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with these matters would use in the conduct of an enterprise of a like character and with like aims.”

The duty of care means that Board members must exercise reasonable effort and diligence in administering and exercising oversight over the investments of the system, including: implementing, and periodically reviewing and updating, policies, procedures, and processes; requesting necessary reports and information; analyzing the information, advice, and recommendations received; asking questions; seeking expert advice when required from staff and outside expert consultants; deliberating carefully before making decisions; and understanding the reason for actions before taking them. Board members must monitor the investments of the system, follow the plan documents and applicable law, and take corrective action when required to ensure the sound administration of the retirement fund’s investments and the other matters under the responsibility of the Board of Investments are properly performed.

CONFLICTS OF INTEREST

Board members must be free of conflicts of interest in compliance with applicable legal requirements and LACERA’s Conflict of Interest Code and Code of Ethical Conduct. Board members must disclose conflicts of interest when they arise, and they cannot participate in decisions that will impact, positively or negatively, their own financial interests or the interests of certain of their related persons and entities. Board members are public officials under California conflict of interest laws, and they must be familiar with and follow those laws. Board members are subject to public disclosure of their economic interests and annual reporting requirements under the Political Reform Act and Fair Political Practices Commission regulations. Violation of conflict of interest laws and regulations can result in civil and criminal penalties. Conflict of interest laws and regulations are complex, and Board members should seek legal advice when appropriate. See <http://www.fppc.ca.gov/> for more information.

APPROVED BY THE BOARD OF INVESTMENTS ON FEBRUARY 13, 2019.

EXHIBIT B

2016 BOS Election Memo



LORI GLASGOW
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 363
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 620-0636

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

DON KNABE

MICHAEL D. ANTONOVICH

April 12, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

10 April 12, 2016

LORI GLASGOW
EXECUTIVE OFFICER

ELECTION OF THE FOURTH MEMBER OF THE BOARD OF INVESTMENTS AND THE SEVENTH & ALTERNATE MEMBERS OF THE BOARD OF RETIREMENT (ALL DISTRICTS) (3-VOTES)

SUBJECT

ADOPTION OF RESOLUTIONS ESTABLISHING THE GOVERNING PROCEDURES FOR THE 2016 LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION (LACERA) ELECTIONS.

IT IS RECOMMENDED THAT THE BOARD:

Adopt the attached resolutions establishing the procedures to elect the Fourth Member of the Board of Investments and the Seventh and Alternate Members of the Board of Retirement for the Los Angeles County Employees Retirement Association (LACERA), with three-year terms beginning on January 1, 2017, and expiring on December 31, 2019; and instruct the Executive Officer of the Board of Supervisors to send notice of the elections and copies of the election resolutions to all County departments that employ Safety Members of LACERA.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The County Employees Retirement Law of 1937 provides for the membership of the Board of Investments and the Board of Retirement of LACERA. Every year the Board of Supervisors adopts, by resolution, the election procedures for members of the Board of Investments and the Board of Retirement of LACERA whose terms of office will expire on December 31 of that year.

This year, the terms of office for the Fourth Member of the Board of Investments and the Seventh and Alternate Members of the Board of Retirement will expire on December 31st.

Implementation of Strategic Plan Goals

Approval of the attached resolutions broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Sustainability.

FISCAL IMPACT/FINANCING

The cost of these elections is estimated at \$60,000 based upon prior elections conducted by the Registrar-Recorder/County Clerk. The total eligible voting population in these elections is approximately 12,607 persons.

The cost of conducting the LACERA elections will be absorbed within the Registrar-Recorder/County Clerk's and the Board of Supervisors' budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Government Code Sections 31520.1 and 31520.2 grant the Board of Supervisors the authority to conduct the elections for the elected members of the Board of Retirement and the Board of Investments. Your Board has given the Executive Officer of the Board of Supervisors the responsibility for coordinating these elections with the Registrar-Recorder/County Clerk, LACERA and with County departments through departmental election coordinators.

The elections for the Fourth Member of the Board of Investments and the Seventh and Alternate Members of the Board of Retirement are regular elections to fill terms of office that expire on December 31, 2016. Active Safety Members of LACERA on March 1, 2016 are eligible to vote in this election.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Besides the evident need to fill these offices on the Board of Investments and the Board of Retirement, these elections provide an opportunity for Safety Members to participate in selecting board members whose official decisions have a great impact on their own retirement system. Thus, County departments will be strongly encouraged to adhere to these election procedures and ensure that any communication from the Executive Officer concerning this election is posted and/or distributed in a timely manner. As always, departments will be called upon to respond immediately to situations that may surface. It is important to emphasize that the integrity of these elections often rests with a department's cooperation and active participation in the election process.

The Honorable Board of Supervisors

4/12/2016

Page 3

Respectfully submitted,

A handwritten signature in cursive script that reads "Lori Glasgow". The signature is written in a dark ink and is positioned above the typed name.

LORI GLASGOW

Executive Officer, Board of Supervisors

LG:ak

Enclosures

c: Chief Executive Officer
County Counsel
Chief Executive Officer, LACERA
Registrar-Recorder/County Clerk
Auditor-Controller
Director, Internal Services Department

**RESOLUTION ESTABLISHING THE ELECTION FOR
FOURTH MEMBER
OF THE
BOARD OF INVESTMENTS**

WHEREAS, under the provisions of the County Employees Retirement Law of 1937, the Board of Investments shall consist of nine members; and

WHEREAS, the term of the Fourth Member of the Board of Investments will expire on December 31, 2016; and

WHEREAS, pursuant to the provisions of the County Employees Retirement Law of 1937, Section 31520.2 of the Government Code, a successor shall be elected to fill the office for the term beginning January 1, 2017, at an election conducted in a manner to be determined by the Board of Supervisors:

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Los Angeles that the nomination of candidates and the election of the Fourth Member of the Board of Investments of the Los Angeles County Employees Retirement Association (LACERA), elected by the Safety Members of said Retirement Association to fill the term beginning January 1, 2017 and expiring December 31, 2019, shall be in accordance with the rules and procedures herein prescribed:

1. The Executive Officer of the Board of Supervisors shall supervise the election for the Fourth Member of the Board of Investments of LACERA.
2. The Executive Officer of the Board of Supervisors shall, on or before Thursday, April 14, 2016, notify department heads who employ Safety Members of the election and shall provide department heads with an election notice for use in notifying their respective employees.
3. Department heads with Safety Member employees in their departments shall notify their employees of the election by posting sufficient copies of the election notice on or before Friday, April 29, 2016.

4. The Executive Officer of the Board of Supervisors, through a coordinated effort with the Internal Services and Auditor-Controller Departments, shall, on or before Monday, May 2, 2016 send an email to those Safety Members within the County that have County email addresses, advising them of the upcoming LACERA election.

5. Each department head with Safety Members in his or her department shall appoint at least one employee who will act as the departmental election coordinator, and at least one employee who will act as the alternate departmental election coordinator. Election coordinators and alternate coordinators shall be responsible for communicating election information to the employees of the department, and shall attend all training sessions, as specified by the Executive Officer of the Board of Supervisors, regarding the administration of the election. Departments with work locations which have more than 100 employees who are eligible to vote are urged to select an on-site election coordinator for each of these locations. It is the responsibility of the department head to notify the Executive Office of the Board of Supervisors at (213) 974-1093 or email to LACERA_ELECTION@bos.lacounty.gov the names, telephone numbers, work place mailing addresses and/or email addresses for employees appointed on or before Monday, April 25, 2016.

6. Candidates shall a) be active Safety Members of LACERA on March 1, 2016 and b) be nominated by a petition signed by at least fifty (50) active Safety Members of LACERA, who themselves were active Safety Members on March 1, 2016, and no member may sign more than one nominating petition. Nominating petitions may be obtained from the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, on or after Monday, May 2, 2016. The request for nomination papers supplied by the Registrar-Recorder/County Clerk shall be completed by each requesting party. Nominating petitions must be filed with the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, no later than 5:00 p.m. on Tuesday, May 31, 2016.

7. Each department head shall allow all nominees to solicit nominating signatures and candidates to engage in campaign-related activities during working hours on County property provided such signature solicitation and campaign activities are conducted during the employees' lunch, break time, or other off-duty time and does not interfere with County operations or the conduct of County business.
8. The Registrar-Recorder/County Clerk shall examine the signatures on the nominating petitions and notify each nominee of his or her status, no later than 5:00 p.m. on Friday, June 3, 2016. If the Registrar-Recorder/County Clerk determines that only one member has been duly nominated, pursuant to the provisions of the County Employees Retirement Law of 1937, Section 31523 of the Government Code, the Registrar-Recorder/County Clerk shall notify the Board of Supervisors and the Board of Supervisors shall order that no election be held and the Executive Officer of the Board of Supervisors shall be directed to cast a unanimous ballot in favor of such nominated member. If more than one member has been duly nominated, the Registrar-Recorder/County Clerk shall certify to the Executive Officer of the Board of Supervisors by Friday, June 3, 2016, the names of candidates to be placed on the official ballot.
9. Nominees in this election may file with the Registrar-Recorder/County Clerk a statement of qualifications of not more than 200 words. Words shall be counted as provided in Elections Code Section 9. Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall be limited to a recitation of the nominee's own personal background and qualifications, and shall not in any way make reference to other nominees or to another nominee's qualifications. A nominee may file his or her statement of qualifications beginning Monday, May 2, 2016. No statement of qualifications may be withdrawn and/or re-filed after 5:00 p.m., Tuesday, May 31, 2016. The statement shall become a part of the official voting material, except as provided in paragraph 10, below.

10. Upon close of the statement of qualifications filing period, the Registrar-Recorder/County Clerk shall examine each statement of qualifications. Any statement of qualifications which the Registrar-Recorder/County Clerk determines is not limited to a recitation of the nominee's own personal background and qualifications or which includes any reference to other nominees or to another nominee's qualifications shall not be printed or circulated by the Registrar-Recorder/County Clerk. The Registrar-Recorder/County Clerk shall notify each nominee by telephone at his or her telephone number that the nominee has provided, and/or via U.S. Mail to the nominee's mailing address if the nominee's statement of qualifications is rejected pursuant to this provision. The decision of the Registrar-Recorder/County Clerk to accept or reject a nominee's statement of qualifications is final. Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall, upon close of the statement of qualifications filing period, be made available for public inspection and copying. Any judicial proceeding challenging the decision of the Registrar-Recorder/County Clerk to reject or accept a nominee's statement of qualifications shall be governed, to the extent determined applicable by the courts, under the procedures set forth in Elections Code Section 13314.

11. A statement of qualifications shall be open to public inspection for a period of five business days excluding weekends (Saturday and Sunday) and holidays. Candidate's statements of qualifications will be available for inspection at the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, beginning on Monday, June 6, 2016, and ending at 5:00 p.m. Friday, June 10, 2016. On or after Thursday, June 16, 2016, candidate's statements of qualifications approved by the Registrar-Recorder/County Clerk may be viewed at:

<http://bos.co.la.ca.us/Services/ConflictofInterestLobbyist/LACERAElection.aspx>

12. The form of ballot to be used at the election shall be prepared by the Registrar-Recorder/County Clerk and additional materials shall include: (1) a list of the certified candidates in random order with a voting space opposite each name and sufficient information to acquaint members with the nature of the election and the proper method of casting a ballot; (2) statements of qualifications if properly filed by the candidates; (3) a return envelope postage prepaid; and (4) a statement of powers and duties of Board of Investments Members (see Attachment A). The identifying information on the outside of the mailing envelope will include the employee name and mailing address.
13. A public drawing will be held to determine the ballot order at 2:00 p.m. on Wednesday, June 8, 2016 in the Executive Office of the Board of Supervisors, B-1 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles.
14. The Auditor-Controller shall provide to the Executive Officer of the Board of Supervisors an electronic file in excel format of eligible Safety Members, which includes Safety Members who were active Safety Members of LACERA on March 1, 2016, on or before Tuesday, April 19, 2016. The electronic file will contain employee name, employee number, mailing address, pay location, and department. The Auditor-Controller shall also provide to the Registrar-Recorder/County Clerk an electronic copy of the same file provided to the Executive Officer of the Board of Supervisors, and a redacted electronic file that contains the employee name and mailing address only by Thursday, April 21, 2016. By Friday, June 24, 2016, the Registrar-Recorder/County Clerk will forward the approved list of eligible Safety Members that contains only the employee name and mailing address to its contracted vendor, if it is determined that an election will be held.
15. The Registrar-Recorder/County Clerk shall mail the official ballot to the mailing address of eligible Safety Members beginning on Monday, June 27, 2016 and by Tuesday, July 5, 2016 all ballots must be mailed. The ballots shall be mailed via U.S. Mail using mailing addresses listed on the Auditor-Controller's electronic address file. The Registrar Recorder/County Clerk will forward to the Executive

Officer of the Board of Supervisors by Friday, July 8, 2016, verification that all ballots were mailed as described in this resolution.

16. Any County employee who is a candidate in this election is a candidate in his or her personal capacity, and may not use County time or County resources to further his or her campaign or election. Any candidate who violates this provision, or has others violate this provision on behalf of his or her candidacy, is subject to discipline, including discharge from County employment.
17. Each department head shall designate existing departmental bulletin board space for all candidates to display campaign material. Campaign material shall clearly state that employees are prohibited from using County time or County resources to further the campaign or election of the candidate.
18. Upon request of a candidate, on or after Friday, June 3, 2016, each department head shall provide the address of the department's work locations where employees who are eligible to vote in this election are employed.
19. Except as otherwise prohibited by law, employees may wear campaign badges or buttons during working hours.
20. Members eligible to vote in this election shall be Safety Members of LACERA on March 1, 2016. Eligible Safety Members who do not receive a ballot by Wednesday, July 13, 2016 and desire to vote, or who have made a mistake on their original ballot and wish to correct it, shall notify in writing their department election coordinator on or before Tuesday, July 19, 2016, and explain in writing why a duplicate ballot is being requested. The department election coordinator shall submit to the Registrar-Recorder/County Clerk these written statements along with the employee's name, current mailing address, employee number and department in which employed on March 1, 2016 on the Request for Duplicate Election Ballot Form provided by the Executive Office of the Board of Supervisors on or before Wednesday, July 20, 2016. The Registrar-Recorder/County Clerk must receive the request by Wednesday, July 20, 2016. Duplicate ballots shall

be issued only to those Safety Members who submit the required written statement and whose names appear on both the Request for Duplicate Election Ballot signed by the election coordinator and the Auditor-Controller's electronic file.

21. The Registrar-Recorder/County Clerk shall mail the requested duplicate ballots via U.S. Mail by Friday, July 22, 2016, to the mailing address supplied by members on the Request for Duplicate Election Ballot Form.
22. Each ballot may be voted only by the member to whom it is issued. No member may vote more than once in this election.
23. The Registrar-Recorder/County Clerk shall maintain internal controls to ensure that no more than one vote is cast per member to protect the integrity of the election.
24. To be eligible for counting, ballots shall be returned to the Registrar-Recorder/County Clerk in the REPLY envelope provided via U.S. Mail or personal delivery; shall be completed by each voter and placed within the Privacy Envelope with his or her employee number, printed name, and signature in the space provided on the reverse of said envelope; and shall be received by the Registrar-Recorder/County Clerk by 5:00 p.m., Tuesday, August 9, 2016. There are no provisions for write-in candidates; therefore, no write-in votes shall be counted.
25. The Registrar-Recorder/County Clerk shall canvass the votes cast at the election and shall certify the results to the Executive Office of the Board of Supervisors on or before Friday, August 12, 2016.
26. The Registrar-Recorder/County Clerk shall (a) telephone each candidate receiving more than 20 percent of the total votes cast at his or her telephone number provided as to the results as certified on or before Friday, August 12, 2016 and (b) send written notice of the results via U.S. Mail to each candidate's

mailing address, or send electronic mail to those candidates who prefer electronic communication on or before Friday, August 12, 2016.

27. In the event a candidate makes a request for a recount of the election results, the requestor shall bear the cost of such a recount. A written request for a recount shall be filed with the Registrar-Recorder/County Clerk no later than 5:00 p.m., Friday, August 19, 2016. The candidate filing the request for the recount shall, before the recount is commenced and at the beginning of each day following, deposit with the Registrar-Recorder/County Clerk a sum as required by the Registrar-Recorder/County Clerk to cover the cost of the recount for that day. The Registrar-Recorder/County Clerk shall commence a recount no later than Friday, August 26, 2016. In the event the recount results in a determination that the candidate who requested the recount has received a plurality of the votes cast, all money deposited shall be returned to the candidate. The recount conducted by the Registrar-Recorder/County Clerk shall be open to the public.
28. In the event any candidate desires to protest the results of the election, he or she must file a written protest with the Executive Office of the Board of Supervisors no later than 5:00 p.m., Friday, August 19, 2016. The written protest must specify the grounds for the protest and be accompanied by supporting documentation.
29. The Board of Supervisors at its meeting on Tuesday, September 20, 2016, or on a date following the completion of any recount, and/or investigation of a protest, shall declare the results official. The person receiving the highest number of votes shall be declared elected. In the event two or more persons tie for first place, such persons shall determine, by drawing lots before the Board, which of them shall be elected.
30. In lieu of declaring the results official, the Board of Supervisors may order a new election if the Board determines, on the basis of written protest or on its own motion, that any error, omission or neglect occurred attributable to the County in the administration of the election sufficient to change the result. The rejection of

a candidate's statement of qualifications by the Registrar-Recorder/County Clerk, or the failure of the Registrar-Recorder/County Clerk to reject a candidate's statement of qualifications, shall not constitute grounds for a new election. Allegations of candidate misconduct shall not constitute grounds for a new election, but, if later substantiated, may lead to administrative discipline or criminal culpability.

31. Election material retained by the Executive Officer of the Board of Supervisors and nominating petitions and ballots retained by the Registrar-Recorder/County Clerk may be discarded or otherwise disposed of no earlier than sixty-two (62) days after the date of the final declaration of the election results by the Board of Supervisors. The Registrar-Recorder/County Clerk will further confirm with their selected vendor(s) that the electronic file is destroyed sixty-five (65) days after the date of final declaration of the election results by the Board of Supervisors.

32. The Executive Officer of the Board of Supervisors may, in the exercise of her discretion, implement additional procedures as she may deem necessary in order to preserve a fair and equitable election process. The Executive Officer of the Board of Supervisors shall, within ten (10) days, notify the Board of Supervisors, the Boards of Investments and Retirement and all candidates of any additional procedures implemented pursuant to this provision.

The foregoing resolution was on the 12th day of April, 2016, adopted by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.



Lori Glasgow, Executive Officer-
Clerk of the Board of Supervisors of the
County of Los Angeles

By: Lachelle Smithman
Deputy

APPROVED AS TO FORM:
Mary Wickham
County Counsel

By: Rene Gilbertson
Rene Gilbertson
Senior Deputy County Counsel

**POWERS AND DUTIES
OF INVESTMENTS BOARD MEMBERS**

The Board of Investments provides this summary to enable voters to evaluate candidates for the Board of Investments. The Board urges voters to review this summary prior to voting.

The Board of Investments has two (2) primary responsibilities; the investment of LACERA's Retirement Fund (\$48.8 billion as of June 30, 2015), and the determination of County and member contribution rates. The Board of Investments operates pursuant to Article XVI, section 17 of the California Constitution and the County Employees Retirement Law of 1937, found in the California Government Code beginning at section 31450.

The Board of Investments has exclusive control of all retirement system investments and is responsible for establishing investment objectives, strategies, and policies. LACERA's investment portfolio is, with very minor exceptions, externally managed. The Board does not make individual investment selections for the externally managed portfolio; rather, it selects investment advisors and managers to make investments for LACERA in accordance with investment objectives and guidelines established by the Board. In addition, the Board of Investments and its staff continually monitor and evaluate the investment activities and results of its advisors and managers. Under the Board's Securities Litigation Policy, the Board of Investments, with the assistance of counsel and staff, is also charged with actively identifying, evaluating and monitoring those securities class action lawsuits in which the fund has sustained a loss, and to determine whether the best interests of the fund would be served by actively participating in such cases.

Investment Board members act as fiduciaries for LACERA and its members. Board members have a constitutional and statutory duty to "diversify the investments of the system so as to minimize the risk of loss and maximize the rate of return, unless under the circumstances it is clearly not prudent to do so."

These duties require members of the Board of Investments to spend substantial time educating themselves and staying current on investment matters. This is accomplished through attendance at courses such as the "Portfolio Concepts and Management" or "Investment Management" courses sponsored by the Wharton School of Economics, and at conferences and seminars held throughout the year. A newly elected member of the Board should expect to devote considerable time and effort in gaining the education and expertise necessary to

carry out his or her important responsibilities. At a minimum, Government Code section 31522.8 requires members to complete 24 hours of education within two years of assuming office and 24 hours of education every two years the member continues to hold membership on the Board.

Using an actuarial valuation process, the Board of Investments determines the level of contributions necessary to fund retirement benefits. The Board of Investments is responsible for setting actuarial valuation policies, selecting the actuary who will perform the valuation, and for approving the actuarial valuation services provided. At least every three years, the actuary submits to the Board of Investments for the Board's approval such changes in County and member contribution rates as are necessary to fund retirement benefits.

The Board of Investments shares some responsibilities with the Board of Retirement. The Boards of Retirement and Investments, acting jointly, adopt the annual budget covering LACERA's operations. Additionally, the two Boards act jointly in employee relations matters, including the approval of class specifications for LACERA employees, the approval of Memoranda of Understanding (MOUs) negotiated with SEIU Local 721, the union bargaining for represented employees of LACERA, and the approval of compensation to be provided to LACERA's nonrepresented employees.

The Board of Investments meets on the second Wednesday of each month, with meetings generally lasting from 6 to 8 hours. In addition to the time required to attend meetings, Board members must review materials prior to the meeting. Such review and preparation will require approximately 16 hours per meeting. Special meetings may be held from time to time, including committee meetings, which members may be obligated to attend and which have their own additional time requirements to prepare and attend. Committee meetings may be held both before and after regular Board meetings, and at other times, and generally last 1 to 2 hours plus additional preparation time of a similar or greater number of hours.

Under Government Code Section 31522, as to those elected Board members who are also employed by the County or a participating district, their LACERA duties are included as part of their County or district employment.

The Board of Investments cannot grant benefit increases and is not responsible for the administration of retirement benefits. The Legislature has assigned the administration responsibilities to the Board of Retirement.

APPROVED BY THE BOARD OF INVESTMENTS ON FEBRUARY 10, 2016.

BI 2017 Powers & Duties Statement.docx

**RESOLUTION ESTABLISHING THE ELECTION FOR
SEVENTH AND ALTERNATE MEMBERS
OF THE
BOARD OF RETIREMENT**

WHEREAS, under the provisions of the County Employment Retirement Law of 1937, the Board of Retirement shall consist of nine members and two alternate members; and

WHEREAS, the term of the Seventh and Alternate Members of the Board of Retirement will expire on December 31, 2016; and

WHEREAS, pursuant to the provisions of the County Employees Retirement Law of 1937, Section 31520.1 of the Government Code, a successor shall be elected to fill the office for the term beginning January 1, 2017, at an election conducted in a manner to be determined by the Board of Supervisors:

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Los Angeles that the nomination of candidates and the election of the Seventh and Alternate Members of the Board of Retirement, Los Angeles County Employees Retirement Association (LACERA), elected by the Safety Members of said Retirement Association to fill the term beginning January 1, 2017 and expiring December 31, 2019 shall be in accordance with the rules and procedures herein prescribed:

1. The Executive Officer of the Board of Supervisors shall supervise the election for the Seventh and Alternate Members of the Board of Retirement of LACERA.
2. The Executive Officer of the Board of Supervisors shall, on or before Thursday, April 14, 2016, notify department heads who employ Safety Members of the election and shall provide department heads with an election notice for use in notifying their respective employees.
3. Department heads with Safety Member employees in their departments shall notify their employees of the election by posting sufficient copies of the election notice on or before Friday, April 29, 2016.

4. The Executive Officer of the Board of Supervisors, through a coordinated effort with the Internal Services and Auditor-Controller Departments, shall, on Monday, May 2, 2016 send an email to those Safety Members within the County that have County email addresses, advising them of the upcoming LACERA election.

5. Each department head with Safety Members in his or her department shall appoint at least one employee who will act as the departmental election coordinator, and at least one employee who will act as the alternate departmental election coordinator. Election coordinators and alternate coordinators shall be responsible for communicating election information to the employees of the department, and shall attend all training sessions, as specified by the Executive Officer of the Board of Supervisors, regarding the administration of the election. Departments with work locations which have more than 100 employees who are eligible to vote are urged to select an on-site election coordinator for each of these locations. It is the responsibility of the department head to notify the Executive Office of the Board of Supervisors at (213) 974-1093 or email to LACERA_ELECTION@bos.lacounty.gov the names, telephone numbers, work place mailing addresses and/or email addresses for employees appointed on or before Monday, April 25, 2016.

6. Candidates shall a) be active Safety Members of LACERA on March 1, 2016 and b) be nominated by a petition signed by at least fifty (50) active Safety Members of LACERA, who themselves were active Safety Members on March 1, 2016, and no member may sign more than one nominating petition. Nominating petitions may be obtained from the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, on or after Monday, May 2, 2016. The request for nomination papers supplied by the Registrar-Recorder/County Clerk shall be completed by each requesting party. Nominating petitions must be filed with the Registrar-Recorder/County Clerk, 12400 E Imperial Highway, Norwalk, 90650, no later than 5:00 p.m. on Tuesday, May 31, 2016.

7. Each department head shall allow nominees to solicit nominating signatures and candidates to engage in campaign-related activities during working hours on County property provided such signature solicitation and campaign activities are conducted during the employees' lunch, break time, or other off-duty time and does not interfere with County operations or the conduct of County business.

8. The Registrar-Recorder/County Clerk shall examine the signatures on the nominating petitions and notify each nominee of his or her status, no later than 5:00 p.m. on Friday, June 3, 2016. If the Registrar-Recorder/County Clerk determines that only one member has been duly nominated, pursuant to the provisions of the County Employees Retirement Law of 1937, Section 31523 of the Government Code, the Registrar-Recorder/County Clerk shall notify the Board of Supervisors and the Board of Supervisors shall order that no election be held and the Executive Officer of the Board of Supervisors shall be directed to cast a unanimous ballot in favor of such nominated member. If more than one member has been duly nominated, The Registrar-Recorder/County Clerk shall certify to the Executive Officer of the Board of Supervisors by Friday, June 3, 2016, the names of the candidates to be placed on the official ballot.

9. Nominees in this election may file with the Registrar-Recorder/County Clerk a statement of qualifications of not more than 200 words. Words shall be counted as provided in Elections Code Section 9. Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall be limited to a recitation of the nominee's own personal background and qualifications, and shall not in any way make reference to other nominees or to another nominee's qualifications. A nominee may file his or her statement of qualifications beginning Monday, May 2, 2016. No statement of qualifications may be withdrawn and/or re-filed after 5:00 p.m., Tuesday, May 31, 2016. The statement shall become a part of the official voting material, except as provided in paragraph 10, below.

10. Upon close of the statement of qualifications filing period, the Registrar-Recorder/County Clerk shall examine each statement of qualifications. Any statement of qualifications which the Registrar-Recorder/County Clerk determines is not limited to a recitation of the nominee's own personal background and qualifications or which includes any reference to other nominees or to another nominee's qualifications shall not be printed or circulated by the Registrar-Recorder/County Clerk. The Registrar-Recorder/County Clerk shall notify each nominee by telephone at his or her telephone number that the nominee has provided, and via U.S. Mail sent to the nominee's mailing address if the nominee's statement of qualifications is rejected pursuant to this provision. The decision of the Registrar-Recorder/County Clerk to accept or reject a nominee's statement of qualifications is final. Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall, upon close of the statement of qualifications filing period, be made available for public inspection and copying. Any judicial proceeding challenging the decision of the Registrar-Recorder/County Clerk to reject or accept a nominee's statement of qualifications shall be governed, to the extent determined applicable by the courts, under the procedures set forth in Elections Code Section 13314.

11. A statement of qualifications shall be open to public inspection for a period of five business days excluding weekends (Saturday and Sunday) and holidays. Candidate's statements of qualifications will be available for inspection at the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, 90650, beginning on Monday, June 6, 2016, and ending at 5:00 p.m. Friday, June 10, 2016. On Thursday, June 16, 2016 candidates' statements of qualifications approved by the Registrar-Recorder/County Clerk may be viewed at:

<http://bos.co.la.ca.us/Services/ConflictofInterest/LACERAElection.aspx>

12. The form of ballot to be used at the election shall be as prepared by the Registrar-Recorder/County Clerk and additional materials shall include: (1) a list of the certified candidates in random order with a voting space opposite each name and sufficient information to acquaint members with the nature of the election and the proper method of casting a ballot; (2) statements of qualifications if properly filed by the candidate; (3) a return envelope postage prepaid; and (4) a statement of powers and duties of Board of Retirement Members (see Attachment B). The identifying information on the outside of the mailing envelope will include the employee name and mailing address.
13. A public drawing will be held to determine the ballot order at 2:00 p.m. on Wednesday, June 8, 2016 in the Executive Office of the Board of Supervisors, B-1 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles.
14. The Auditor-Controller shall provide to the Executive Officer of the Board of Supervisors an electronic file in excel format of eligible Safety Members, which includes Safety Members who were active Safety Members of LACERA on March 1, 2016, on or before Tuesday, April 19, 2016. The electronic file will contain employee name, employee number, mailing address, pay location, and department. The Auditor-Controller shall also provide to the Registrar-Recorder/County Clerk an electronic copy of the same file provided to the Executive Officer of the Board of Supervisors, and a redacted electronic file that contains the employee name and mailing address only by Thursday, April 21, 2016. By Friday, June 24, 2016, the Registrar-Recorder/County Clerk will forward the approved list of eligible Safety Members that contains only the employee name and mailing address to its contracted vendor, if it is determined that an election will be held.
15. The Registrar-Recorder/County Clerk shall mail the official ballot to the mailing address of eligible Safety Members beginning on Monday, June 27, 2016 and by Tuesday, July 5, 2016 all ballots must be mailed. The ballots shall be mailed via U.S. Mail using mailing addresses listed in the Auditor-Controller's electronic file. The Registrar-Recorder/County Clerk will forward to the Executive Officer of the

Board of Supervisors by Friday, July 8, 2016 verification that all ballots were mailed as described in this resolution.

16. Any County employee who is a candidate in this election is a candidate in his or her personal capacity, and may not use County time or County resources to further his or her campaign or election. Any candidate who violates this provision, or has others violate this provision on behalf of his or her candidacy, is subject to discipline, including discharge from County employment.
17. Each department head shall designate existing departmental bulletin board space for all candidates to display campaign material. Campaign material shall clearly state that employees are prohibited from using County time or County resources to further the campaign or election of the candidate.
18. Upon request of a candidate, on or after Friday, June 3, 2016, each department head shall provide the address of each department's work locations where employees who are eligible to vote in this election are employed.
19. Except as otherwise prohibited by law, employees may wear campaign badges or buttons during working hours.
20. Members eligible to vote in this election shall be Safety Members of LACERA on March 1, 2016. Eligible Safety Members who do not receive a ballot by Wednesday, July 13, 2016 and desire to vote, or who have made a mistake on their original ballot and wish to correct it, shall notify in writing their department election coordinator on or before Tuesday, July 19, 2016 and explain in writing why a duplicate ballot is being requested. The department election coordinator shall submit to the Registrar-Recorder/County Clerk these written statements along with the employee's name, current mailing address, employee number and department in which employed on March 1, 2016 on the Request for Duplicate Election Ballot Form provided by the Executive Office of the Board of Supervisors on or before Wednesday, July 20, 2016. The Registrar-Recorder/County Clerk must receive the request by Wednesday, July 20, 2016. Duplicate ballots shall be issued only to

those Safety Members who submit the required written statement and whose names appear on both the Request for Duplicate Election Ballot signed by the election coordinator and the Auditor-Controller's electronic file.

21. The Registrar-Recorder/County Clerk shall mail the requested duplicate ballots via U.S. Mail by Friday, July 22, 2016, to the mailing address supplied by members on the Request for Duplicate Election Ballot Form.
22. Each ballot may be voted only by the member to whom it is issued. No member may vote more than once in this election.
23. The Registrar-Recorder/County Clerk shall maintain internal controls to ensure that no more than one vote is cast per member to protect the integrity of the election.
24. To be eligible for counting, ballots shall be returned to the Registrar-Recorder/County Clerk in the REPLY envelope provided via U.S. Mail or personal delivery; shall be completed by each voter and placed within the Privacy Envelope with his or her employee number, printed name and signature in the space provided on the reverse of said envelope; and shall be received by the Registrar-Recorder/County Clerk by 5:00 p.m., Tuesday, August 9, 2016. There are no provisions for write-in candidates; therefore, no write-in votes shall be counted.
25. The Registrar-Recorder/County Clerk shall canvass the votes cast at the election and shall certify the results to the Executive Officer of the Board of Supervisors on or before Friday, August 12, 2016.
26. The Registrar-Recorder/County Clerk shall (a) telephone each candidate receiving more than 20 percent of the total votes cast at his or her telephone number provided as to the results as certified on or before Friday, August 12, 2016 and (b) send written notice of the results via U.S. Mail to each candidate's mailing address, or send electronic mail to those candidates who prefer electronic communication on or before Friday, August 12, 2016.

27. In the event a candidate makes a request for a recount of the election results, the requestor shall bear the cost of such a recount. A written request for a recount shall be filed with the Registrar-Recorder/County Clerk no later than 5:00 p.m., Friday, August 19, 2016. The candidate filing the request for the recount shall, before the recount is commenced and at the beginning of each day following, deposit with the Registrar-Recorder/County Clerk a sum as required by the Registrar-Recorder/County Clerk to cover the cost of the recount for that day. The Registrar-Recorder/County Clerk shall commence a recount no later than Friday, August 26, 2016. In the event the recount results in a determination that the candidate who requested the recount has received a plurality of the votes cast, all money deposited shall be returned to the candidate. The recount conducted by the Registrar-Recorder/County Clerk shall be open to the public.
28. In the event any candidate desires to protest the results of the election, he or she must file a written protest with the Executive Office of the Board of Supervisors no later than 5:00 p.m., Friday, August 19, 2016. The written protest must specify the grounds for the protest and be accompanied by supporting documentation.
29. The Board of Supervisors at its meeting on Tuesday, September 20, 2016, or on a date following the completion of any recount and/or investigation of a protest, shall declare the results official. The person receiving the highest number of votes shall be declared elected the Seventh Member. In the event two or more persons tie for first place, such persons shall determine, by drawing lots before the Board, which of them shall be elected. The Alternate Member shall be that candidate, if any, for the Seventh Member from the group under Government Code Section 31470.2 or 31470.4, or any other eligible Safety Member candidate, if there is no eligible candidate from the groups under Sections 31470.2 and 31470.4 which is not represented by the candidate who received the highest number of votes of all candidates in that group.
30. In lieu of declaring the results official, the Board of Supervisors may order a new election if the Board determines, on the basis of written protest or on its own motion, that any error, omission or neglect occurred attributable to the County in the

administration of the election sufficient to change the result. The rejection of a candidate's statement of qualifications by the Registrar-Recorder/County Clerk, or the failure of the Registrar-Recorder/County Clerk to reject a candidate's statement of qualifications shall not constitute grounds for a new election. Allegations of candidate misconduct shall not constitute grounds for a new election, but if later substantiated may lead to administrative discipline or criminal culpability.

31. Election material retained by the Executive Officer of the Board of Supervisors and nominating petitions and ballots retained by the Registrar-Recorder/County Clerk may be discarded or otherwise disposed of no earlier than sixty-two (62) days after the date of the final declaration of the election results by the Board of Supervisors. The Registrar-Recorder/County Clerk will further confirm with their selected vendor(s) that the electronic file is destroyed sixty-five (65) days after the date of final declaration of the election results by the Board of Supervisors.
32. The Executive Officer of the Board of Supervisors may, in the exercise of her discretion, implement additional procedures, as she may deem necessary in order to preserve a fair and equitable election process. The Executive Officer of the Board of Supervisors shall, within ten (10) days, notify the Board of Supervisors, the Boards of Investments and Retirement and all candidates of any additional procedures implemented pursuant to this provision.

The foregoing resolution was on the 12th day of April, 2016, adopted by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.



Lori Glasgow, Executive Officer-
Clerk of the Board of Supervisors of the
County of Los Angeles

By: Lachelle Smitheman
Deputy

APPROVED AS TO FORM:
MARY WICKHAM
County Counsel

By Rene Gilbertson
Rene Gilbertson
Senior Deputy County Counsel

**POWERS AND DUTIES
OF RETIREMENT BOARD MEMBERS**

The Board of Retirement provides this summary to enable voters to evaluate candidates for the Board of Retirement. The Board urges voters to review this summary prior to voting.

The overall responsibility of the Board of Retirement is to oversee the administration of the retirement system and the retiree health care program. This requires the Board to meet twice each month unless otherwise specified, generally on the first Wednesday and second Thursday, with meetings generally lasting from 6 to 8 hours. In addition, the Board has established several committees to assist in carrying out its responsibilities. Some committees meet monthly; others meet every other month. Committee meetings may be held both before and after regular Board meetings, and at other times, and generally last 1 to 2 hours. In addition to the time required to attend meetings, considerable time is required to review applicable materials developed by staff and management.

Board members may also participate in state and national pension and retirement related organizations, including serving as an executive or committee member in these organizations. In addition to attending meetings, Government Code section 31522.8 requires Board members to complete 24 hours of education within two years of assuming office and 24 hours of education every two years the member continues to hold membership on the Board.

The general management of LACERA is under the Board of Retirement's direction. A few functions, however, are shared with the Board of Investments. The Boards of Retirement and Investments, acting jointly, adopt the annual budget covering LACERA's operations. The two Boards must also act jointly in employee relations matters, including the approval of class specifications for LACERA's employees, the approval of Memoranda of Understanding (MOU's) negotiated with SEIU Local 721, the union bargaining for represented employees of LACERA, and the approval of compensation to be provided to LACERA's nonrepresented employees.

Additionally, one of the most important - and by far the most time consuming - duties of a Board member is to review disability retirement applications and to participate in the Board's decision to grant or deny disability retirements. It is anticipated the Board of Retirement will process approximately 30 to 50 disability

Attachment B

retirement cases per month. A Board member is obligated by law to carefully review each application and the medical evidence supporting the application. The Board member must then participate in the Board's deliberations and vote on the application.

Under Government Code Section 31522, as to those elected Board members who are also employed by the County or a participating district, these LACERA duties are included as part of their County or district employment. A Board member will be required to spend a great majority of their working time each month in carrying out all of their important LACERA duties and responsibilities.

The Board of Retirement administers a statutory retirement plan. This means that retirement benefits can only be provided if they have been authorized by the State Legislature in the County Employees Retirement Law of 1937, found in the California Government Code beginning at Section 31450. Retirement benefits not already authorized by the Retirement Law cannot be implemented by the Board of Retirement; rather, a bill must be processed through the Legislature to amend the Retirement Law. With only a few exceptions, the Legislature has required the County Board of Supervisors to adopt a resolution approving benefit enhancements before they can take effect.

Pursuant to Article XVI, section 17 of the California Constitution, Board of Retirement members are fiduciaries and are required to, "... discharge their duties with respect to the system solely in the interest of, and for the exclusive purposes of providing benefits to, participants and their beneficiaries, minimizing employer contributions thereto, and defraying reasonable expenses of administering the system. A retirement board's duty to its participants and their beneficiaries shall take precedence over any other duty."

The Board of Retirement has regular meetings on the first Wednesday and on the Thursday following the second Wednesday of each month. Meeting dates may be changed by formal action of the Board.

Board members are public officials under the Fair Political Practices Act, and are in positions that are subject to FPPC economic disclosure and annual reporting requirements. The Board of Retirement is not responsible for the investments of the Retirement Fund or for the adoption of funding policies and the setting of contribution rates. The Legislature has assigned those responsibilities to the Board of Investments.

APPROVED BY THE BOARD OF RETIREMENT ON FEBRUARY 11, 2016.

**FOR INFORMATION ONLY**

December 30, 2019

To: Trustees,
Board of Retirement

Trustees,
Board of Investments

From: Jill P. Rawal,
Staff Counsel

For: Board of Investments Meeting of January 8, 2020
Board of Retirement Meeting of January 9, 2020

Subject: **Fair Political Practices Commission Form 806 – Agency Report of Public Official Appointments**

INTRODUCTION

The California Fair Political Practices Commission (FPPC) administers and enforces the Political Reform Act (Act).¹ The Act regulates campaign financing, conflicts of interest, lobbying, and governmental ethics. The Commission's objectives are to ensure that public officials act in a fair and unbiased manner in the governmental decision-making process, to promote transparency in government, and to foster public trust in the political system.

In determining conflicts of interest, a major component of the Act is the Form 700 – Statement of Economic Interests; however, there are a number of other disclosures set forth in the Act that pertain to conflicts of interests. One such disclosure is the Form 806 – Agency Report of Public Official Appointments.² This form is required when a public official is appointed to another body of the official's agency for which the official receives an additional stipend.

BACKGROUND

Generally, a public official at any level of state or local government has a prohibited conflict of interest and may not make, participate in making, or in any way use or attempt to use his or her official position to influence a governmental decision when he or she knows or has reason to know he or she has a disqualifying financial interest³. A public official has a disqualifying financial interest if the decision will have a reasonably foreseeable material financial effect, distinguishable from the effect on the public generally, directly on the official, or his or her immediate family.

¹ California Gov. Code Section 81000, *et seq.*

² FPPC Reg. 18702.5.

³ FPPC Reg. 18700.

One of the standards in determining whether a financial interest is material is whether there is a personal financial effect. A personal financial effect means the financial effect of a governmental decision on the personal finances of a public official or his or her immediate family.⁴ As discussed below, there are certain exceptions to what is considered a personal financial effect.

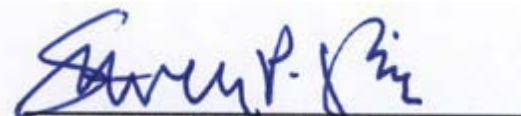
APPLICATION

LACERA trustees that are either appointed or retired receive a \$100 stipend per meeting, as well as \$100 for each additional committee appointment, up to \$500 per month, per Board. In order for this additional stipend to not be considered a personal financial interest resulting in a conflict of interest, the appointment and the amount of the stipend must be disclosed on the Form 806 and posted on lacera.com.⁵

As part of LACERA's ongoing commitment to increase compliance and transparency, beginning January 2020, staff will complete and post the Form 806 for all trustees receiving a stipend for serving on any of the Board of Retirement standing committees, the Board of Investment standing committees, or either joint committee. The form requires the disclosure of the committee name, the name of the appointed person, the appointment date and length of term, and the stipend for meeting and an estimated annual total. [Attachment A]. The form will be prepared by staff and verified by the CEO (or his designee); therefore, it will not place any additional responsibilities on the trustees.

No Board action is required. This memo is provided to the Board as an update on this new compliance practice.

Reviewed and Approved.



Steven P. Rice
Chief Counsel

Attachment

c: Santos H. Kreimann
JJ Popowich

⁴ FPPC Reg. 18702.5(a).

⁵ FPPC Reg. 18702.5(b)(3).

Attachment A

Agency Report of: Public Official Appointments

A Public Document

1. Agency Name			California Form 806 For Official Use Only
Division, Department, or Region <i>(If Applicable)</i>			Date Posted: <i>(Month, Day, Year)</i>
Designated Agency Contact <i>(Name, Title)</i>			
Area Code/Phone Number	E-mail	Page _____ of _____	

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____/_____/_____ <i>Appt Date</i> ▶ _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ <i>Other</i>

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

Signature of Agency Head or Designee Print Name Title (Month, Day, Year)

Comment: _____

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member.

This form is required pursuant to FPPC Regulation 18702.5. Each agency must post on its website a single Form 806 which lists all the paid appointed positions to which an official will vote to appoint themselves. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member if the appointee will participate in the decision and the appointment results in additional compensation to the appointee.

FPPC Regulation 18702.5 provides that as long as the public is informed prior to a vote, an official may vote to hold another position even when the vote results in additional compensation.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending upon the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

1. When does an agency need to complete the Form 806?
A Form 806 is required when an agency's board members vote to appoint a board member to serve on another governmental agency or position of the agency of which the official is a member and will receive additional compensation.
2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?
If the council members receive additional compensation for serving on the housing authority, the Form 806 is required.

3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g., mayor) required to be disclosed on Form 806?

No. FPPC Regulation 18702.5(b)(6) exempts from this requirement decisions to fill a position on the body of which the official is a member (such as a councilmember being appointed as mayor) despite an increase in compensation.

4. In determining the income, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. FPPC Regulation 18702.5 requires only the amount of the stipend or salary to be reported.

5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

6. When must the Form 806 be updated?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, (3) there is a change in membership on the board or commission, or (4) there is a new appointment to a new agency.

7. If officials choose to recuse themselves from the decision and leave the room when a vote is taken to make an appointment, must the Form 806 be completed?

No. The Form 806 is only required to identify those officials that will vote on an appointment in which the official will also receive additional compensation.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 1102 Q Street, Suite 3000, Sacramento, CA 95811.

**Agency Report of:
Public Official Appointments
Continuation Sheet**

1. Agency Name

Date Posted: _____
(Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other
	▶ Name _____ (Last, First) Alternate, if any _____ (Last, First)	▶ _____/_____/_____ Appt Date ▶ _____ Length of Term	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other

FOR INFORMATION ONLY

December 30, 2019

TO: Trustees
Board of RetirementFROM: Ricki Contreras, Division Manager
Disability Retirement Services

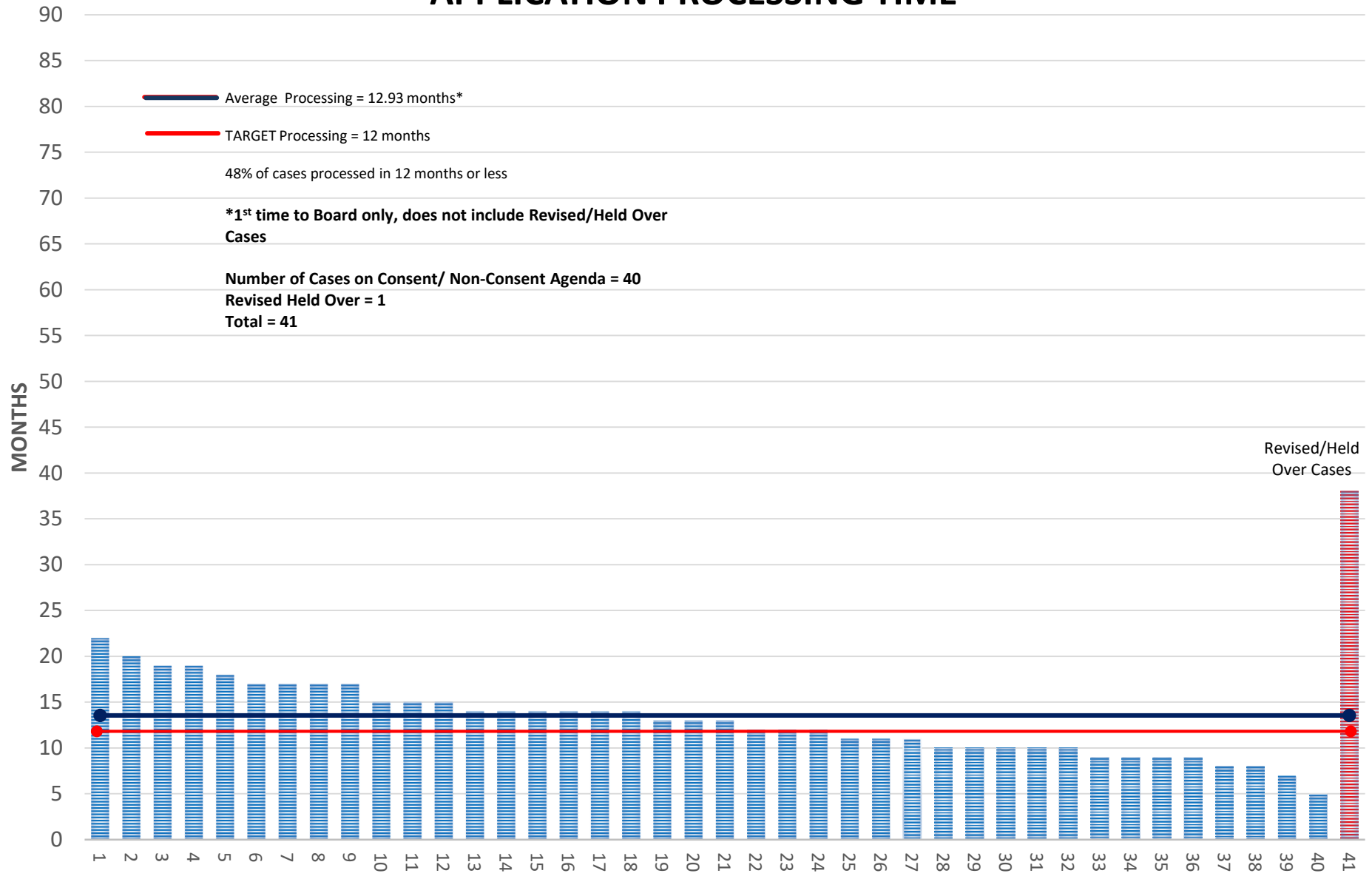
FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: **Application Processing Time Snapshot Reports**

The following chart shows the total processing time from receipt of the application to the first Board action for all cases on the January 9, 2020 Disability Retirement Applications Agenda.

Consent & Non-Consent Calendar	
Number of Applications	40
Average Processing Time (in Months)	12.93
Revised/Held Over Calendar	
Number of Applications	1
Processing Time Per Case (in Months)	38.00
Total Average Processing Time All 41 Cases on Agenda	
	13.54

DISABILITY RETIREMENT SERVICES APPLICATION PROCESSING TIME



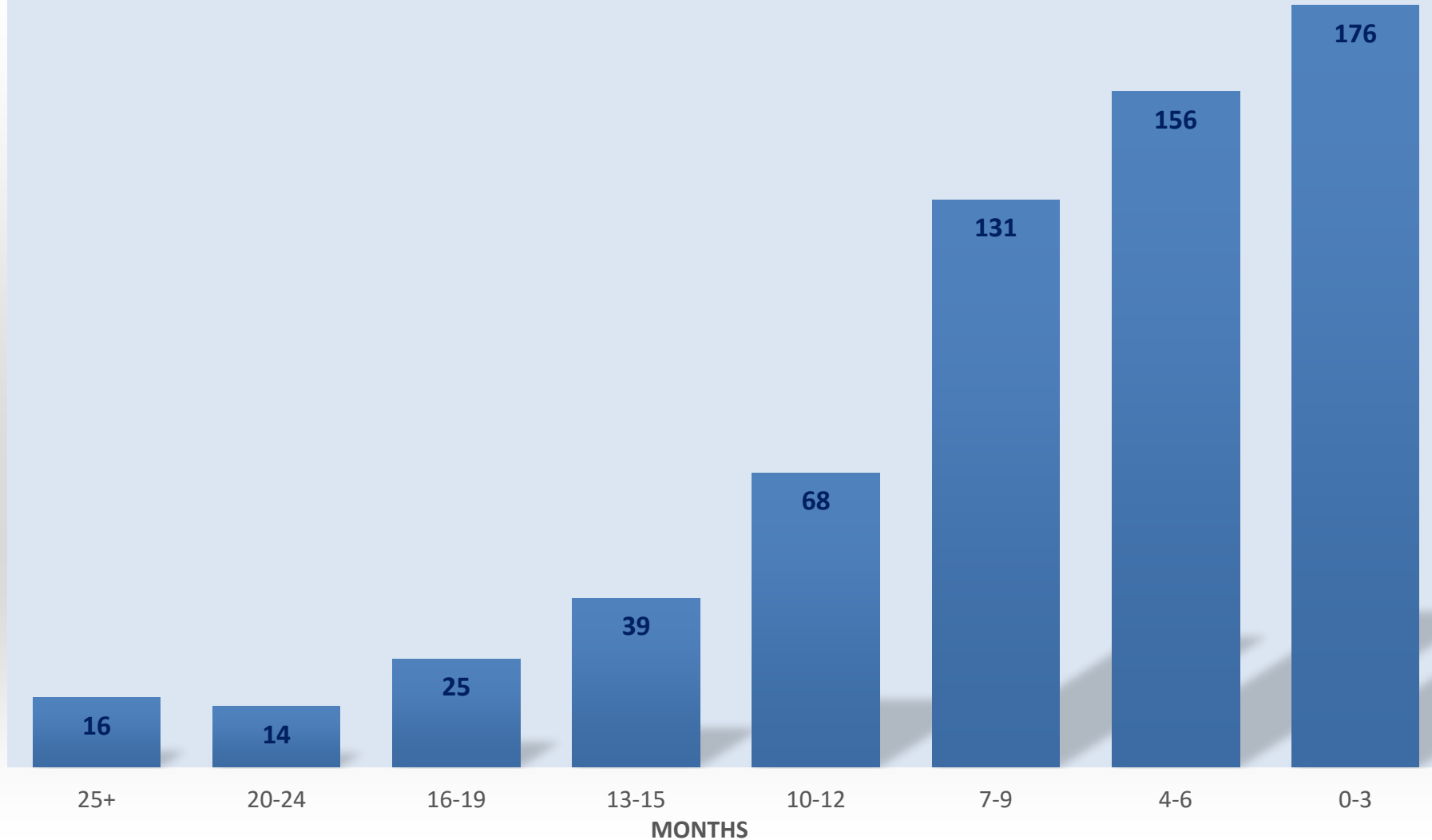
As of December 30, 2019

January 9, 2020 AGENDA

DISABILITY RETIREMENT SERVICES PENDING APPLICATIONS/TIME INTERVALS

Total Pending Cases = 625

NUMBER OF PENDING APPLICATIONS




As of December 30, 2019



FOR INFORMATION ONLY

January 2, 2020

TO: Each Trustee,
Board of Retirement

FROM: Shonita Peterson, Benefits Division 

FOR: January 9, 2020 Board of Retirement Meeting

SUBJECT: Disability Board Action - Workflow

Executive Summary

In August 2019, the Board of Retirement (“the Board”) reported to staff that members were concerned with the processing time between the granting of a Disability Retirement and the date LACERA issued the corresponding first payment. LACERA’s Executive Office worked with the Process Management Group (PMG) to review and improve the Disability Board Action process.

In a short period of two months, the team was able to improve the interactions and service we provide to members.

This report will detail the action taken by this group and explain the final changes affecting our members.

Discussion

Collaboration across Divisions

The previous process allowed up to 45 days for LACERA to make personal contact with the member after they were notified that the Board granted their disability. Previously, Disability Retirement Services (DRS) would notify the member that the Board granted the disability. Often, the member would not receive any further communication from LACERA until late into the 45-day period. Part of this delay was the processing time for DRS to notify Benefits that the Board had taken action. Additionally, Benefits staff needed time to correctly identify any issues related to the account and verify the correct payment information in advance of the discussion with the member. Adjusting this process would require collaboration with our Systems Division, Benefits and DRS.

PMG worked closely with the Executive Office and each Division to brainstorm ways to restructure the process. This would allow Benefits to reach out to the member within seven (7) days from the date the Board grants the disability. Working with DRS, Systems

created an automated workflow within Workspace allowing DRS to create the initial work object for the automatic generation of work objects in succession. This serves four purposes:

- 1) Reduces the notification time between Board action and the time that Benefits begins processing the payment calculations on behalf of the member;
- 2) Allows staff to process work objects directly embedded in the software, rather than from a paper report;
- 3) Allows LACERA staff, managers and supervisors to quickly identify the status of the member's disability payment; and
- 4) Allows the Benefits management team to facilitate improved distribution and oversight of work to help staff remain on target to meet service expectations.

Prior to this adjustment, Benefits staff did not receive the disability case for processing until seven to 14 calendar days after the disability was granted. Now, DRS creates work objects within two to three business days. The supervisor in Benefits accesses these work objects and reviews and assigns them to staff that much sooner.

Advanced Payroll (APU) is the team of advanced Retirement Benefits Specialists housed within Benefits tasked with performing these complex calculations. Once the supervisor assigns the case, the APU specialist must contact the member by telephone within seven (7) days from the date the Board grants the disability and do the following:

- 1) Introduce himself or herself;
- 2) Set an expected date within 35 days that the member can expect the APU specialist to call again to discuss their case in detail;
- 3) Send a standard introduction letter titled *Disability Payment Introduction Letter*

PMG worked with Communications, Benefits and the Executive Office to design the new *Disability Payment Introduction Letter*. This letter provides a confirmation of the discussion with the Retirement Benefits Specialist and helps our members understand the complex process that occurs during the 35 days quoted for processing their disability. We have included a copy of this letter with this memo.

At the end of the 35 day period (or before, in most cases), the member is provided with a Retirement Benefit Election Form. The member can then complete their retirement election, which includes their retirement option. The member is also provided with other pertinent information required to proceed with the Disability retirement. Once a member signs and submits an election form, APU can complete the payroll process.

Managing Change

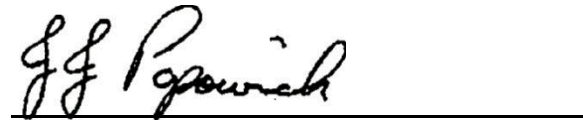
People seem to support a world they help to create. PMG made it a point to recruit the assistance of the APU team, whose duties are affected most by this change. PMG held a series of collaborative meetings with this team to gain buy-in and address concerns. During these meetings, team members offered opinions on the process and the *Disability Payment Introduction Letter*. PMG modified both the process and the letter based on staff input. To alleviate stress that naturally occurs when adapting to organizational change, PMG met with individual team members in their work areas to ensure proper implementation and answer additional questions.

Summary

Members rely on their Disability Retirement benefit. The process of allowing many weeks to pass before contacting the member needed to change. The Process Management Group reviews the processes within Benefits to look for opportunities for improvement. The Payroll process is one of the areas PMG plans to review and will likely need to work with LACERA's leadership to make it more efficient. In the meantime, LACERA strives to manage our members' expectations and communicate with them regularly to instill comfort and confidence in LACERA as an organization.

Attachment

NOTED AND REVIEWED:

A handwritten signature in black ink, appearing to read "JJ Popowich", is written over a solid horizontal line.

JJ Popowich, Assistant Executive Officer

c: Santos H. Kreimann
Steven P. Rice
Bernie Buenaflor
Ricki Contreras
Allan Cochran



[date]

[Member Name]
[Address Line 1]
[Address Line 2]

Your Disability Benefit

Dear [Member Name]:

My name is (**Staff Name**). I am the specialist that will be working with you regarding your disability benefit. Now that you have been granted a disability retirement, it is time to begin the Disability Payment process.

[If member was reached]:

This letter serves to confirm the preliminary steps of the Disability Payment process we discussed during our telephone conversation.

[If member was not reached]:

This letter serves to confirm the preliminary steps of the Disability Payment process.

The first thing I need to do is contact your department to determine your last day of regular compensation. This step is critical and can take approximately 2-3 weeks, depending on your department's workload.

I will contact you on or about [xx/xx/xxxx] (**35 days from date of this letter**) to discuss your monthly disability benefit. In case you have questions directly pertaining to your Disability benefit prior to this date, please feel free to contact me at 626-564-6000, ext. (xxxx).

If you have general questions or need assistance in other matters concerning your account, please contact LACERA's Call Center at 800-786-6464 between 7:00 AM and 5:30 PM PST. You can also make an appointment to visit our Member Service Center in Pasadena by visiting lacera.com or email us at welcome@lacera.com. A Retirement Benefits Specialist will gladly assist you.

Sincerely,

(**Staff Name**)

Benefits Division

CORTM/SSN

Things You Should Know

- **If you are on Long-Term Disability (LTD):**

If you have received LTD benefits from Sedgwick, it is possible that you will need to repay Sedgwick a portion or all of the benefits you received. Please contact Sedgwick at (800)786-8600 for further assistance.

- **Attorney Warrant**

If you previously authorized LACERA to send your first payment to your attorney, your first disability payment will go directly to the attorney unless LACERA receives a release from the attorney's office before your first payment.

- **Court Orders**

If there is a legal hold on your account, it is possible your benefit may be reduced and your payments held until required legal documents are received.

- **Reciprocal Disability**

If you are a reciprocal member, it is possible there may be an adjustment to your benefit due to pro rata share between LACERA and the other reciprocal agency. In addition, there could be a delay in payment until the required reciprocal documentation is received from the other agency.

Note: If you are not sure if any of the above applies to you, we can further discuss the specific details during the counseling segment of the process.

**FOR INFORMATION ONLY**

December 20, 2019

TO: Each Trustee
Board of Retirement
Board of Investments

FROM: Ted Granger, CPA, CGMA, CRMA
Interim Chief Financial Officer

SUBJECT: MONTHLY EDUCATION & TRAVEL REPORTS – NOVEMBER 2019

Attached, for your review, are the Board and Staff Education & Travel Reports as of November 2019. These reports include travel (i.e., completed and canceled) during Fiscal Year 2019-2020.

REVIEWED AND APPROVED:

Santos H. Kreimann
Chief Executive Officer

TG/EW/krh

Attachments

c: J. Popowich
J. Gabel
S. Rice
K. Hines

**BOARD EDUCATION AND TRAVEL REPORT
FOR FISCAL YEAR 2019 - 2020
NOVEMBER 2019**

Attendee	Purpose of Travel - Location	Event Dates	Travel Status
Alan Bernstein			
A	1 Edu - PPI 2019 Summer Roundtable - Chicago IL	07/10/2019 - 07/12/2019	Attended
B	- Edu - NACD Southern California Chapter Luncheon - Los Angeles CA	09/10/2019 - 09/10/2019	Attended
	- Edu - 2019 Pension Bridge Alternatives - Beverly Hills CA	10/28/2019 - 10/29/2019	Attended
	- Edu - KACALP Annual Conference - Los Angeles CA	10/29/2019 - 10/30/2019	Attended
	- Edu - NACD Illuminating Data in the Boardroom - Los Angeles CA	10/30/2019 - 10/30/2019	Attended
Vivian Gray			
B	- Edu - SACRS Public Pension Investment Management Program - Berkeley CA	07/22/2019 - 07/24/2019	Attended
	- Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
	- Edu - Toigo Foundation 30th Anniversary - Los Angeles CA	11/19/2019 - 11/19/2019	Attended
James Harris			
B	- Edu - CALAPRS Principles of Pension Governance - Malibu CA	08/26/2019 - 08/29/2019	Attended
	- Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Shawn Kehoe			
A	1 Edu - IAFCI Annual Training Conference & Exhibitor Show - Raleigh NC	08/26/2019 - 08/30/2019	Attended
B	- Edu - KACALP Annual Conference - Los Angeles CA	10/29/2019 - 10/30/2019	Attended
X	- Edu - National Association of Corporate Directors - Global Board Leaders' Summit - Washington D.C. MD	09/21/2019 - 09/24/2019	Canceled
Keith Knox			
X	- Edu - CII's Trustee Training Course for California Public Fund Trustees - Berkeley CA*	10/04/2019 - 10/04/2019	Canceled
Wayne Moore			
A	1 Edu - PPI 2019 Summer Roundtable - Chicago IL	07/10/2019 - 07/12/2019	Attended
	2 Edu - 2019 Council of Institutional Investors (CII) Fall Conference - Minneapolis MN	09/16/2019 - 09/18/2019	Attended
	3 Edu - 2019 Pacific Pension Institute Executive Seminar and Asia Roundtable - Shanghai, China; Hong Kong, China	11/03/2019 - 11/08/2019	Attended
B	- Edu - NAIC 2019 Annual Private Equity & Hedge Fund Conference - Los Angeles CA	10/23/2019 - 10/24/2019	Attended
Ronald Okum			
B	- Edu - 2019 Pension Bridge Alternatives - Beverly Hills CA	10/28/2019 - 10/29/2019	Attended
	- Edu - KACALP Annual Conference - Los Angeles CA	10/29/2019 - 10/30/2019	Attended
William Pryor			
X	- Edu - NCPERS 2019 Public Safety Conference - New Orleans LA	10/27/2019 - 10/30/2019	Canceled
Les Robbins			
X	- Edu - CRCEA Fall 2019 Conference - Rohnert Park CA*	10/28/2019 - 10/30/2019	Canceled



**BOARD EDUCATION AND TRAVEL REPORT
FOR FISCAL YEAR 2019 - 2020
NOVEMBER 2019**

Attendee	Purpose of Travel - Location	Event Dates	Travel Status
Gina Sanchez			
A	1 Edu - Oxford Impact Measurement Program - Oxford, United Kingdom	07/15/2019 - 07/19/2019	Attended
	2 Edu - 2019 Council of Institutional Investors (CII) Fall Conference - Minneapolis MN	09/16/2019 - 09/18/2019	Attended
	3 Edu - National Association of Corporate Directors - Global Board Leaders' Summit - Washington D.C. MD	09/21/2019 - 09/24/2019	Attended
B	- Edu - 2019 Western North American PRI Symposium - Los Angeles CA	10/24/2019 - 10/24/2019	Attended
	- Edu - 2019 Pension Bridge Alternatives - Beverly Hills CA	10/28/2019 - 10/29/2019	Attended
	- Edu - 2019 RFKennedy Human Rights Compass Conference - West Hollywood CA	10/29/2019 - 10/30/2019	Attended
	- Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Herman Santos			
A	1 Edu - 2019 Latin America Private Equity & Venture Capital Association Summit and Investor Roundtable and LAVCA Venture Investors Annual Meeting - New York NY	09/23/2019 - 09/26/2019	Attended
B	- Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
	- Edu - Toigo Foundation 30th Anniversary - Los Angeles CA	11/19/2019 - 11/19/2019	Attended
X	- Edu - INCA Investments Latin American Investments Conference - Buenos Aires, Argentina	10/16/2019 - 10/17/2019	Canceled
Gina Zapanta			
B	- Edu - SACRS Public Pension Investment Management Program - Berkeley CA	07/22/2019 - 07/24/2019	Attended
	- Edu - Network Ethnic Physician Organizations (NEPO) Summit - Pasadena CA	08/23/2019 - 08/24/2019	Attended
X	- Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Canceled

Category Legend:

A - Pre-Approved/Board Approved

B - Educational Conferences and Administrative Meetings in CA where total cost is no more than \$2,000.

C - Second of two conferences and/or meetings counted as one conference per Section 705.00.A.1 of the Travel Policy

X - Canceled events for which expenses have been incurred

* - Cancellation due to the conference host cancelling the event

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Attendee		Purpose of Travel - Location	Event Dates	Travel Status
Administrative Services				
Dana Brooks	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Holly Henderson	1	Edu - GFOA Budgeting Best Practices: Budget Monitoring - Sacramento CA	09/16/2019 - 09/18/2019	Attended
Kimberly Hines	1	Edu - GFOA Budgeting Best Practices: Budget Monitoring - Sacramento CA	09/16/2019 - 09/18/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Benefits				
Sylvia Botros	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Louis Gittens	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Dmitriy Khaytovich	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Theodore King	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Linda Moss	1	Edu - 38th ISCEBS Employee Benefits Symposium - New Orleans CA	09/08/2019 - 09/11/2019	Attended
Sevan Simonian	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Communications				
Sarah Scott	1	Edu - Writing Compelling Digital Copy as part of the UX Conference - Chicago IL	09/12/2019 - 09/12/2019	Canceled
Disability Litigation Services				
Eugenia Der	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
Jason Waller	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Canceled
Disability Retirement Services				
Stephanie Ashley	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Hernan Barrientos	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Redjan Bitri	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Tamara Caldwell	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Justin Chiu	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Ricki Contreras	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
	2	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended

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Disability Retirement Services				
Amabelle Delin	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
	2	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Shamila Freeman	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Danny Hang	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Russell Lurina	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Debra Martin	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Ruby Minjares	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Melena Sarkisian	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
	2	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Maria Silva	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
	2	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
	3	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Frida Skugrud	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Justin Stewart	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Kerri Wilson	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Michelle Yanes	1	Edu - Council of Self-Insured Public Agencies (COSIPA) Fall Educational Seminar (South) - Costa Mesa CA	10/17/2019 - 10/17/2019	Attended
Executive Offices				
John Popowich	1	Edu - GFOA Budgeting Best Practices: Budget Monitoring - Sacramento CA	09/16/2019 - 09/18/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Financial & Accounting Services				
Beulah Auten	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Canceled
Ana Chang	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
	2	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Attended

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Financial & Accounting Services				
Esther Chang	1	Edu - Association of Government Accountants (AGA) 2019 Professional Development Training (PDT) - New Orleans LA	07/21/2019 - 07/24/2019	Attended
	2	Edu - CALAPRS Intermediate Retirement Plan Administration - San Jose CA	10/16/2019 - 10/18/2019	Canceled
Sabrina Chen	1	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Attended
Margaret Chwa	1	Edu - CALAPRS Fall Accountants Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Ted Granger	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Canceled
Michael Huang	1	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Attended
Diana Huang	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Attended
Anh Huynh	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Attended
Chona Labtic-Austin	1	Edu - Association of Government Accountants (AGA) 2019 Professional Development Training (PDT) - New Orleans LA	07/21/2019 - 07/24/2019	Attended
	2	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Attended
Claro Lanting	1	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
Alyce Provencio	1	Edu - CALAPRS Fall Accountants Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
	2	Edu - CALAPRS Intermediate Retirement Plan Administration - San Jose CA	10/16/2019 - 10/18/2019	Attended
Gloria Rios	1	Edu - CALAPRS Fall Accountants Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
	2	Edu - CALAPRS Intermediate Retirement Plan Administration - San Jose CA	10/16/2019 - 10/18/2019	Attended
	3	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
Imelda Saldivar	1	Edu - CALAPRS Fall Accountants Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Canceled
	2	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Canceled
	3	Edu - APP2P Fall Conference & Expo - Scottsdale AZ	10/15/2019 - 10/17/2019	Canceled
Felisa Valdepenas	1	Edu - Association of Government Accountants (AGA) 2019 Professional Development Training (PDT) - New Orleans LA	07/21/2019 - 07/24/2019	Attended
Srbui Vartanian	1	Edu - APP2P Fall Conference & Expo - Scottsdale AZ	10/15/2019 - 10/17/2019	Attended
Elda Villarroel	1	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Attended
Edward Wong	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Koreana Wong	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Canceled

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Financial & Accounting Services				
Ervin Wu	1	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
Alice Yen	1	Edu - Public Pension Financial Forum (P2F2) 16th Annual Conference - Salt Lake City UT	10/20/2019 - 10/23/2019	Canceled
Mei Zhang	1	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Attended
Human Resources				
Ana Ronquillo	1	Edu - SHRM Diversity and Inclusion Conference - New Orleans LA	10/28/2019 - 10/30/2019	Attended
Roberta Van Nortrick	1	Edu - Society of Corporate Compliance and Ethics (SCCE) Annual Meeting - Washington D.C. (National Harbor, MD)	09/15/2019 - 09/18/2019	Attended
	2	Edu - Organizational Development Conference - New Orleans LA	11/05/2019 - 11/06/2019	Attended
Internal Audit				
Nathan Amick	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
	2	Edu - Association of Public Pension Fund Auditors (APPFA) - Lake Tahoe CA	10/27/2019 - 10/30/2019	Attended
Richard Bendall	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
	2	Edu - Enterprise Risk Management (ERM) Pension Peer Group - Sacramento CA	09/22/2019 - 09/25/2019	Attended
Leisha Collins	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
	2	Edu - Association of Public Pension Fund Auditors (APPFA) - Lake Tahoe CA	10/27/2019 - 10/30/2019	Attended
	3	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Christina Logan	1	Edu - Association of Public Pension Fund Auditors (APPFA) - Lake Tahoe CA	10/27/2019 - 10/30/2019	Attended
Kristina Sun	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Gabriel Tafoya	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Summy Voong	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Investments				
Didier Acevedo	1	Admin - Due Diligence of Illiquid Credit Finalist Managers - New York, NY and Chicago, IL	08/27/2019 - 08/29/2019	Attended
	2	Edu - 2019 Latin America Private Equity & Venture Capital Association Summit and Investor Roundtable and LAVCA Venture Investors Annual Meeting - New York NY	09/23/2019 - 09/26/2019	Attended

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Investments				
Didier Acevedo	3	Admin - Attend Annual General Meetings (AGMs) hosted by Centerbridge, USV, Palladium, and attend Black Diamond's Limited Partner Advisory Committee (LPAC). - New York NY	11/06/2019 - 11/08/2019	Attended
Amit Aggarwal	1	Edu - Investors in Non-Listed Real Estate Vehicles (INREV) North America Conference. - New York NY	10/02/2019 - 10/02/2019	Attended
	2	Admin - Site inspections and meeting with perspective managers. - New York NY	10/03/2019 - 10/03/2019	Attended
	3	Admin - Due diligence with a potential manager, and attend the LP Advisory meetings and Annual meeting of two existing managers (Aermont and Carlyle Europe). - Longdon, England; Paris, France; Berlin, Germany	11/18/2019 - 11/22/2019	Attended
Kevin Bassi	1	Admin - Due Diligence of Clarion Partners - Seattle WA	10/17/2019 - 10/18/2019	Attended
Calvin Chang	1	Admin - Due diligence on a potential manager. - Chicago IL	11/04/2019 - 11/04/2019	Attended
Adam Cheng	1	Admin - Due diligence of Syndicated Bank Loan finalist managers (Credit Suisse and Barings) and visit with Brigade Capital Management. - New York, NY and Charlotte, NC	10/16/2019 - 10/17/2019	Attended
	2	Admin - Due diligence of Syndicated Bank Loan finalist manager, Voya. - Scottsdale AZ	10/21/2019 - 10/21/2019	Attended
David Chu	1	Admin - GGV Capital Limited Partner Advisory Committee Roundtable and Private Limited Partner Reception - San Francisco CA	07/25/2019 - 07/25/2019	Attended
	2	Admin - Due diligence on potential and existing managers (MBK Partners, BRV China, Joy Capital); and attend Lilly Asian Ventures annual investor meeting. - Singapore; Hong Kong; Shanghai, China	09/18/2019 - 09/27/2019	Attended
	3	Edu - SuperReturn Asia Conference. - Hong Kong, China	09/23/2019 - 09/26/2019	Attended
	4	Admin - GGV Annual General Meeting and meet with existing managers (AKKR, Lilly Asia Ventures). - Menlo Park CA	10/17/2019 - 10/18/2019	Attended
	5	Admin - Sinovation Limited Partner Advisory Committee (LPAC) and Annual General Meeting (AGM); and meet with prospective managers. - Shanghai and Beijing, China	11/04/2019 - 11/08/2019	Attended
Esmeralda Del Bosque	1	Edu - 2019 Alternative Investments Forum (AIF) Women Investor's Forum - New York NY	09/09/2019 - 09/10/2019	Attended
	2	Edu - Investment Operations Forum at CalSTRS - Sacramento CA	09/24/2019 - 09/24/2019	Attended
	3	Admin - Meeting with State Street - Sacramento CA	09/24/2019 - 09/24/2019	Attended
	4	Admin - Meeting with Meketa - Carlsbad CA	10/18/2019 - 10/18/2019	Attended
	5	Admin - Risk System RFP Search. - San Francisco CA	11/14/2019 - 11/14/2019	Canceled
Jon Grabel	1	Edu - Public CIO Forum - Detroit MI	09/17/2019 - 09/18/2019	Canceled
	2	Edu - Institutional Limited Partners Association (ILPA) 3rd Annual CIO Symposium - Cambridge MA	09/25/2019 - 09/25/2019	Attended
	3	Edu - Albourne 2019 Client Conference - Philadelphia PA	10/21/2019 - 10/23/2019	Canceled

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Investments				
Jeff Jia	1	Admin - Due diligence of Syndicated Bank Loan finalist managers (Credit Suisse and Barings) and visit with Brigade Capital Management. - New York, NY and Charlotte, NC	10/16/2019 - 10/17/2019	Attended
	2	Admin - Due diligence of Syndicated Bank Loan finalist manager, Voya. - Scottsdale AZ	10/21/2019 - 10/21/2019	Attended
Dale Johnson	1	Admin - Due Diligence with Prospective Manager - Plano TX	08/20/2019 - 08/20/2019	Attended
	2	Edu - 2019 Council of Institutional Investors (CII) Fall Conference - Minneapolis MN	09/16/2019 - 09/18/2019	Attended
John Kim	1	Edu - Investment Operations Forum at CalSTRS - Sacramento CA	09/24/2019 - 09/24/2019	Attended
	2	Admin - Meeting with State Street - Sacramento CA	09/24/2019 - 09/24/2019	Attended
	3	Admin - Meeting with Meketa - Carlsbad CA	10/18/2019 - 10/18/2019	Attended
	4	Admin - Risk System RFP Search. - San Francisco CA	11/14/2019 - 11/14/2019	Canceled
Derek Kong	1	Admin - Due Diligence on potential managers and existing managers (Alchemy SOF, Triton, LivingBridge) - London, England; Paris, France; Amsterdam, Netherlands; Zurich, Switzerland	09/18/2019 - 09/26/2019	Attended
	2	Admin - Due diligence with potential managers and attend the LP Advisory meeting and Annual meeting of LivingBridge. - London, England and Paris, France	10/31/2019 - 11/08/2019	Attended
Vache Mahseredjian	1	Admin - Due Diligence of Illiquid Credit Finalist Managers - New York, NY and Chicago, IL	08/27/2019 - 08/29/2019	Attended
John McClelland	1	Edu - Pension Real Estate Association (PREA) Leadership Summit. - West Sacramento CA	09/10/2019 - 09/10/2019	Canceled
	2	Admin - Site inspections with DWS and Varsity. - Washington DC	10/15/2019 - 10/18/2019	Attended
	3	Edu - Pension Real Estate Association (PREA) 29th Annual Institutional Investor Conference. - Washington DC	10/16/2019 - 10/18/2019	Attended
Quoc Nguyen	1	Edu - Albourne 2019 Client Conference - Philadelphia PA	10/21/2019 - 10/23/2019	Attended
Cindy Rivera	1	Edu - 2019 Institutional Real Estate, Inc. (IREI) Springboard Conference - Ojai CA	10/01/2019 - 10/03/2019	Attended
Michael Romero	1	Admin - Gateway Empire Industrial site inspection. - Riverside CA	09/25/2019 - 09/25/2019	Attended
Trina Sanders	1	Admin - TPG Real Estate Parnter's Annual Investor Meeting. - New York NY	11/06/2019 - 11/07/2019	Canceled
	2	Admin - Heitman 2019 HAPI Investor Meeting, 2019 AEW Asia Advisory Board Meeting, meet with potential manager(s), and site inspections. - Hong Kong, Singapore, and Tokyo	11/14/2019 - 11/22/2019	Attended
Robert Santos	1	Admin - Due diligence of Syndicated Bank Loan finalist managers (Credit Suisse and Barings) and visit with Brigade Capital Management. - New York, NY and Charlotte, NC	10/16/2019 - 10/17/2019	Attended
	2	Admin - Due diligence of Syndicated Bank Loan finalist manager, Voya. - Scottsdale AZ	10/21/2019 - 10/21/2019	Attended

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Investments				
David Simpson	1	Admin - Vinci Partners Annual General Meeting and Limited Partner Advisory Committee. Due diligence with potential manager and meet with existing managers (Incline Equity, Sterling IP, Clarion, and One Rock). - New York, NY; Pittsburgh, PA; Westport, CT	09/25/2019 - 09/27/2019	Attended
	2	Admin - Due diligence on a potential manager and attend Annual General Meetings (AGM) and Limited Partner Advisory Committees (LPAC) hosted by One Rock, Sterling Investment Partners, and Siris Capital Group. - New York, NY and Westport, CT	11/11/2019 - 11/15/2019	Attended
Shelly Tilaye	1	Admin - Attend Annual General Meetings (AGMs) and Limited Partner Advisory Committee (LPACs) hosted by Juggernaut and Vista. Meet with existing manager, Atlantic Street, for an update. - Washington, D.C. and New York, NY	10/22/2019 - 10/25/2019	Attended
Chad Timko	1	Admin - Due Diligence with Prospective Manager - Plano TX	08/20/2019 - 08/20/2019	Attended
	2	Admin - Due Diligence of Illiquid Credit Finalist Managers - New York, NY and Chicago, IL	08/27/2019 - 08/29/2019	Attended
Edward Wright	1	Admin - Systematic Investment Strategies Symposium as a speaker. - New York NY	11/19/2019 - 11/19/2019	Attended
Scott Zdrazil	1	Admin - Council of Institutional Board and Committee meetings - Washington D.C.	07/31/2019 - 08/01/2019	Attended
	2	Admin - Principles for Responsible Investment Private Equity Advisory Committee Meeting - Paris, France	09/08/2019 - 09/09/2019	Attended
	3	Edu - Annual PRI in Person Conference - Paris, France	09/10/2019 - 09/12/2019	Attended
	4	Admin - Council of Institutional Investors (CII) Board of Directors Meeting - Minneapolis MN	09/16/2019 - 09/18/2019	Attended
	5	Admin - Participate with Council of Institutional Investors (CII) and Securities Exchange Commission (SEC) regarding anticipated rulemaking impacting proxy research and corporate governance regulation. - Washington DC	11/05/2019 - 11/07/2019	Attended
	6	Admin - Stanford Rock Center for Corporate Governance Institutional Investor fall forum. - New York NY	11/13/2019 - 11/14/2019	Attended
Legal Services				
Fern Billingy	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Frank Boyd	1	Edu - CALAPRS Course in Retirement Disability Administration - Oakland CA	09/19/2019 - 09/19/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Michael Herrera	1	Admin - NAPPA Executive Board Meeting - Jackson WY	10/03/2019 - 10/04/2019	Attended
Barry Lew	1	Admin - SACRS Legislative Committee - Sacramento CA	07/19/2019 - 07/19/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Christine Roseland	1	Edu - Association of Corporate Counsel (ACC) Annual Meeting - Phoenix AZ	10/27/2019 - 10/30/2019	Attended
Elaine Salon	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended

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Member Services				
Carlos Barrios	1	Edu - 38th ISCEBS Employee Benefits Symposium - New Orleans CA	09/08/2019 - 09/11/2019	Attended
	2	Edu - 2019 National Preretirement Education Association (NPEA) Annual Conference - Naples FL	10/19/2019 - 10/23/2019	Attended
	3	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Jacqueline Boute	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Renee Copeland	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Beatriz Daryaie	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Armendina Lejano	1	Edu - CALAPRS Intermediate Retirement Plan Administration - San Jose CA	10/16/2019 - 10/18/2019	Attended
Alejandro Ochoa	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Persian Petrov	1	Edu - CALAPRS Benefits Roundtable - Oakland CA	09/20/2019 - 09/20/2019	Attended
Kelly Puga	1	Edu - 2019 National Preretirement Education Association (NPEA) Annual Conference - Naples FL	10/19/2019 - 10/23/2019	Attended
Jeff Shevlowitz	1	Edu - 38th ISCEBS Employee Benefits Symposium - New Orleans CA	09/08/2019 - 09/11/2019	Attended
QA & Metrics				
Mary Arenas	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Derwin Brown	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
	2	Edu - ASQ Audit Conference 2019 - Orlando FL	10/17/2019 - 10/18/2019	Attended
	3	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Calvin Chow	1	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
Arlene Owens	1	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Flora Zhu	1	Edu - ATD Certificate Program - Train the Trainer - Orlando FL	07/08/2019 - 07/10/2019	Attended

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Attendee		Purpose of Travel - Location	Event Dates	Travel Status
Retiree Healthcare				
Tionna Fredericks	1	Edu - IIA Institute of Internal Auditors 2019 International Conference - Anaheim CA	07/07/2019 - 07/10/2019	Attended
Leilani Ignacio	1	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
Kathy Migita	1	Edu - AHIP National Conferences on Medicare, Medicaid & Dual Eligibles - Washington, D.C.	09/23/2019 - 09/26/2019	Attended
	2	Admin - Annual Kaiser Due Diligence - Washington D.C. MD	09/27/2019 - 09/28/2019	Attended
	3	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
	4	Edu - NCPERS 2019 Public Safety Conference - New Orleans LA	10/27/2019 - 10/30/2019	Attended
	5	Admin - Kaiser Permanente - Diligence Meeting - Seattle WA	11/03/2019 - 11/05/2019	Attended
Keisha Munn	1	Edu - ICMI Contact Center Symposium - San Diego CA	11/18/2019 - 11/21/2019	Attended
Cassandra Smith	1	Edu - AHIP National Conferences on Medicare, Medicaid & Dual Eligibles - Washington, D.C.	09/23/2019 - 09/26/2019	Attended
	2	Admin - Annual Kaiser Due Diligence - Washington D.C. MD	09/27/2019 - 09/28/2019	Attended
	3	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
	4	Edu - NCPERS 2019 Public Safety Conference - New Orleans LA	10/27/2019 - 10/30/2019	Attended
	5	Admin - Kaiser Permanente - Diligence Meeting - Seattle WA	11/03/2019 - 11/05/2019	Attended
Letha Williams-Martin	1	Edu - ICMI Contact Center Symposium - San Diego CA	11/18/2019 - 11/21/2019	Attended
Systems				
James Brekk	1	Edu - IAFCI Annual Training Conference & Exhibitor Show - Raleigh NC	08/26/2019 - 08/30/2019	Attended
	2	Edu - Cyber Threat Intelligence Leadership Forum - Orlando FL	09/16/2019 - 09/17/2019	Attended
Roxana Castillo	1	Edu - IFEBP 65th Employee Benefits Conference - San Diego CA	10/20/2019 - 10/23/2019	Attended
	2	Edu - SACRS 2019 Fall Conference - Monterey CA	11/12/2019 - 11/15/2019	Attended
Irwin Devries	1	Admin - LACERA Co-location Lan Migration to new circuit - Mesa AZ	08/28/2019 - 08/28/2019	Attended
Francisco Jaranilla	1	Edu - Great Plains (Dynamics) User Group Summit - Orlando FL	10/15/2019 - 10/18/2019	Attended



Documents not attached are exempt from disclosure under the California Public Records Act and other legal authority.

**For further information, contact:
LACERA
Attention: Public Records Act Requests
300 N. Lake Ave., Suite 620
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