

LIVE VIRTUAL COMMITTEE MEETING

*The Committee meeting will be held following the Board of Retirement meeting scheduled prior.



TO VIEW VIA WEB



TO PROVIDE PUBLIC COMMENT

You may submit a request to speak during Public Comment or provide a written comment by emailing PublicComment@lacera.com. If you would like to remain anonymous at the meeting without stating your name, please let us know.

Attention: Public comment requests must be submitted via email to PublicComment@lacera.com.

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION
300 N. LAKE AVENUE, SUITE 650, PASADENA, CA

AGENDA

MEETING OF THE OPERATIONS OVERSIGHT COMMITTEE and BOARD OF RETIREMENT*

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 NORTH LAKE AVENUE, SUITE 810
PASADENA, CA 91101

WEDNESDAY, NOVEMBER 3, 2021 - 9:00 A.M.**

This meeting will be conducted by the Operations Oversight Committee by teleconference under California Government Code Section 54953(e).

Any person may view the meeting online at
<http://lacera.com/leadership/board-meetings>

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

COMMITTEE MEMBERS:

Shawn R. Kehoe, Chair
Herman B. Santos, Vice Chair
Ronald A. Okum
Les Robbins
Vivian H. Gray, Alternate

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the regular meeting of October 6, 2021

II. PUBLIC COMMENT

(Written Public Comment – You may submit written public comments by email to PublicComment@lacera.com. Correspondence will be made part of the official record of the meeting. Please submit your written public comments or documentation as soon as possible and up to the close of the meeting.

Verbal Public Comment – You may also request to address the Committee. A request to speak must be submitted via email to PublicComment@lacera.com. We will contact you with information and instructions as to how to access the meeting as a speaker. If you would like to remain anonymous at the meeting without stating your name, please let us know.)

III. REPORTS

A. LACERA Operations Briefing

Luis A. Lugo, Deputy Chief Executive Officer

JJ Popowich, Assistant Executive Officer

Laura Guglielmo, Assistant Executive Officer

IV. ITEMS FOR STAFF REVIEW

V. GOOD OF THE ORDER

(For information purposes only)

VI. ADJOURNMENT

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

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

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

Requests for reasonable modification or accommodation of the telephone public access and Public Comments procedures stated in this agenda from individuals with disabilities, consistent with the Americans with Disabilities Act of 1990, may call the Board Offices at (626) 564-6000, Ext. 4401/4402 from 8:30 a.m. to 5:00 p.m. Monday through Friday or email PublicComment@lacera.com, but no later than 48 hours prior to the time the meeting is to commence.

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

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

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

WEDNESDAY, OCTOBER 6, 2021, 12:20 P.M. – 12:32 P.M.

This meeting was conducted by the Operations Oversight Committee by teleconference under the Governor's Executive Order No. N-29-20.

COMMITTEE MEMBERS

PRESENT: Shawn R. Kehoe, Chair
Herman B. Santos, Vice Chair
Les Robbins
Vivian H. Gray, Alternate

ABSENT: Ronald A. Okum

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

Alan Bernstein
Elizabeth B. Ginsberg
JP Harris
Wayne Moore
William Pryor

STAFF, ADVISORS, PARTICIPANTS

Santos H. Kreimann, Chief Executive Officer
Luis Lugo, Deputy Chief Executive Officer
JJ Popowich, Assistant Executive Officer
Steven Rice, Chief Counsel
Bernie Buenaflor, Chief, Quality Assurance and Metrics Division
Allan Cochran, Member Services Division Manager

The meeting was called to order by Chair Kehoe at 12:20 p.m. Due to the absence of Mr. Okum, the Chair announced that Ms. Gray, as the alternate, would be a voting member of the Committee.

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the regular meeting of September 1, 2021

Mr. Santos made a motion, Ms. Gray seconded, to approve the minutes of the regular meeting of September 1, 2021. The motion passed unanimously.

II. PUBLIC COMMENT

III. REPORTS

A. LACERA Operations Briefing

Luis Lugo, Deputy Chief Executive Officer
JJ Popowich, Assistant Executive Officers
Laura Guglielmo, Assistant Executive Officer

Ms. Guglielmo, Messrs. Lugo and Popowich presented the monthly briefing on LACERA's operations, including the status of the Strategic Plan Goals and Operations Improvement Initiatives, progress on the "100-Day Management Report," and an update on other projects.

- Public Records Request Update
- Report of Felony Forfeiture Cases Processed

B. Mallano Class Action Suit Contributions Collection and Final Average Compensation Project

Bernie Buenaflor, Chief, Quality Assurance & Metrics Division

Mr. Buenaflor was present to answer questions from the Committee.

C. Semi-Annual Report of Member Services

Allan Cochran, Division Manager, Member Services

Mr. Cochran was present to answer questions from the Committee

IV. ITEMS FOR STAFF REVIEW

There was nothing to report

V. GOOD OF THE ORDER

(For information purposes only)

October 6, 2021

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VI. ADJOURNMENT

The meeting adjourned at 12:32 a.m.

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

**FOR INFORMATION ONLY**

October 26, 2021

TO: Operations Oversight Committee
Shawn R. Kehoe, Chair
Herman B. Santos, Vice Chair
Ronald A. Okum
Les Robbins
Vivian H. Gray, Alternate

FROM: Luis Lugo, Deputy Chief Executive Officer *LL*
JJ Popowich, Assistant Executive Officer *JJ*
Laura Guglielmo, Assistant Executive Officer *LG*

FOR: November 3, 2021 Operations Oversight Committee Meeting

SUBJECT: **LACERA OPERATIONS BRIEFING**

The purpose of this briefing is to share insights on staff and divisional activities within LACERA's Operations and Administration components. We'll provide updates on goals, including the status of our Strategic Plan Goals and Operations Improvement initiatives. Many of the items highlighted may recur in subsequent briefings or may result in a future comprehensive Operations Oversight Committee (OOC) presentation.

Update on Our Focus on Strategic Plan Goals and Operations Improvement

The Workgroups focusing on the top four Strategic Plan goals continue to meet regularly to move our goals forward. Here is a summary of the status of their efforts:

- **Case Management Project Update:** The Case Management System Request for Proposal (RFP) was approved by the Board of Retirement (BOR) on October 6, 2021. The LACERA team released the RFP for bid that same day on our website. All vendor proposals are due back to LACERA on November 19, 2021. We hope to have the RFP process and vendor selection completed by December 17, 2021.
- **Retirement Estimate Redesign Project:** The new Retirement Application and Summary is on hold pending the full re-opening of the Member Service Center (MSC). The original plan for the redesigned application, which can best be

described as an informative retirement prospectus designed to provide members all the information they need to make an informed decision about their retirement, was to test the document and collect feedback from members that would be used to refine the new document and process before implementation. The team is working on plans to begin testing the new application in the Member Service Center.

Phase II of this project will be to develop the on-line election process. We will set a deadline for the completion of Phase II as we near the end of Phase I.

- **PEPRA Implementation:** This workgroup continues reviewing all the progress made to date on the implementation of the Public Employees' Pension Reform Act of 2013 and subsequent updates passed since then. The Workgroup's focus is to address County payroll code issues with the Auditor-Controller (AC). As you may recall, for LACERA to readily assess what portion of an employee's total compensation is pensionable or not, the payroll code 099 must be further dissected so it is easier to identify the pay codes that are embedded in this code.

On October 15, 2021, LACERA and the AC team met to discuss our request for the County to break apart the 099 pay code so that each pay pensionable earnable pay code is reported to LACERA separately. LACERA was able to provide the AC with a clear explanation of what our challenges are and why we needed the pay codes reported individually. The AC did acknowledge that breaking up this pay code would not be feasible as it is an embedded part of the payroll system architecture. However, we have a commitment from the AC to make some changes to the files that they provide us that may give us some greater insight into changes made to a member's payroll during a pay period. Additionally, the team has agreed to share examples with the AC and work jointly as a team to find solutions. The key takeaway from the meeting is that we continue to work well together and both sides understand that we must be able to calculate the member's pensionable earnings to the penny. The County is currently entering the end of year processing and will not be able to focus on this issue in terms of programming adjustments until mid-January.

There are no new updates on the Workgroup focusing on the redesign of the Annual Benefit Statement (ABS). Our current statement only supports legacy plan members and is not supported for PEPRA members. Considerable progress was already made on the redesign efforts by the Communications team. We are

working to get a better timeline when we can bring an RFP to the Operations Oversight Committee.

Progress Update on the “100-Day Management Report to the Trustees of the Board of Retirement and Board of Investments”:

This section will discuss some of the efforts in place to move forward on the recommendations in the 100-Day report. It may not address all progress but will focus on certain goals.

- **Communications, Social Media, and Public Relations Plan:** In January 2021, the Boards hired Englander, Knabe, and Allen, LLC (EKA) to assist LACERA in developing an integrated public relations strategy designed to increase LACERA’s visibility on the positive impacts of public pension plans and LACERA’s efforts to advance public policy on pension issues and concerns. Our Communications team, as part of the CEO’s 100 Day Report to the Board of Retirement and Board of Investments, has been tasked with developing a Communications and Social Media Plan for LACERA that addresses all aspects of communication internally, externally to members, and to the public in general, including the establishment of a social media presence.

EKA has provided an update on their progress and the Executive Office is currently reviewing their update at this time. EKA has scheduled meetings with Trustees to discuss the expectations for the proposed communication plan, which will be discussed as part of the strategic planning efforts.

Update on Other Projects

Our goal is to continue to keep the Committee updated on other cross-functional teams that are working hard to provide improvements to LACERA’s operations and the services we provide to our members.

- **COLA Bank Retroactive Changes:** In April of 2021 the Board of Retirement approved corrections to the COLA Accumulation Bank, which involved making retroactive corrections, recalculating benefit allowance amounts, and paying members retroactive benefits due to a discrepancy discovered in the COLA Accumulation bank.

The first phase has been completed, and members received their retroactive payments on July 15, 2021, via Direct Deposit. In the past, LACERA could only

combine retroactive benefits with the scheduled monthly retirement payroll. This special payment via direct deposit that was outside the scheduled monthly retirement payroll was a successful first for LACERA and will be the new method for issuing special payments in the future. The second phase of cases was completed, and members were notified of the retroactive payments in early September and payments were issued September 15th to 395 members, survivors, and legal split payees. To date, LACERA has paid out just over \$3.6 million in retroactive COLA earnings. We will update this total as we complete more cases.

The team has been working diligently to process the remaining active and living retired members and beneficiaries.

COLA Bank Retroactive Project - Status as of 10/28/2021

Row Labels (Type, Status, Detail, Outstanding)	Count	%
Completed (Member Paid - No Further Action Required)	7,864	81%
First Notification Sent (Still Processing - Not Paid)	822	9%
Active Payee – Member	439	5%
Paying Split	206	
Active Payee – Survivor	383	4%
Paying Split	9	
Pending Notification (Staff is Reviewing and Processing)	986	10%
No active payees	726	7%
Active Payee – Member	145	2%
Paying Split	3	
Active Payee – Survivor	115	1%
Paying Split	6	
Grand Total	9,672	100%

- **Completed:** We have completed 81% of the cases impacted by the COLA Bank Correction project.
- **First Notification Sent:** Last month, in our September Operations Briefing, we reported that we would be paying out retroactive COLA benefits to 383 Active Payee survivors. The team completed additional programming and is currently

validating the test results to pay out this group in November or December. The team will continue to focus on resolving the members in this category in the next few months and will continue to work on processing the remaining survivors in this category.

- **Pending Notification:** The Active Payee–Member and Active Payee–Survivors are still being evaluated by staff. These cases are more complex and will require manual reviews and calculations and will take a bit longer to resolve. The No Active Payee sub-category is deceased members whom we will need to conduct research to find the correct beneficiaries or estate representatives once the retroactive amount has been determined. This category will be placed on hold and processed later as we shift resources to the Alameda Case Project.
- **Alameda Project Update:** In 2020, the California Supreme Court issued its decision in the Alameda County Deputy Sherriff’s Association v. Alameda County Employees Retirement Association (“Alameda”) challenging the constitutionality of changes passed in 2013 Assembly Bill 197, which amended the definition of compensation earnable, specifically excluding pay items previously included such as unused vacation, termination pay, in-kind payments, and payments for services rendered outside of normal working hours. The Court upheld constitutionality of the Legislature’s actions.

In February of 2021, the Legal Office notified the Board of Retirement that it had completed an initial review of LACERA legacy pay codes and determined that Standby Pay did not meet the expanded understanding of compensation earnable because of the Alameda Case. It was also determined that LACERA would have to modify any member records where members had paid contributions on these earnings on or after January 1, 2013, resulting in refunds of contributions to members. Additionally, changes would be made to any members who retired on or after January 1, 2013, if their FAC included earnings for these pay codes. These members would have their benefits adjusted prospectively from the August 30, 2020, Supreme Court decision.

Staff have completed their determination of how we will approach the project to adjust contributions, review previous service purchases, and notify members of the impact of this court decision. The impact to members will depend on their status:

- o Active members impacted by this decision will see adjustments to their contributions paid, resulting in excess contributions being placed on their

- account which will earn interest until they terminate service or retire. In some cases, they may be able to use these contributions to offset future contributions owed or use them towards the purchase of previous service, if eligible.
- o Retired members and survivors are impacted in two areas. They will be eligible for a refund of contributions paid based on the now non-pensionable earnings. However, if any of those earnings were paid during the member's highest Final Average Compensation period, the retirement benefit will be adjusted and the member or survivor will have been overpaid. Retired members will be allowed to offset the overpaid retirement benefits using excess contributions.
 - o Active and Retired members who purchased certain types of previous service that used earnings that included non-pensionable items were overcharged for those purchases. For Active members, these contracts will be re-computed, and the excess contributions will be placed in their account, which will earn interest until they terminate service or retire. In some cases, they may be able to use excess contributions to offset future contributions owed, or use them towards the purchase of previous service, if eligible. Members currently paying for contracts through deductions will have earlier pay-offs. Retired members will be allowed to offset the overpaid retirement benefits using excess contributions.

The decision to shift resources from the finalization of the COLA Bank Project to this project was made to complete calculations for the retired members. This will result in limiting the overpayment amount from increasing and maximizing the effect of offsetting the overpayment with any refund in contributions, limiting the final impact to members and survivors.

Staff performed a test run to replicate the various programmatic updates that would be necessary to compute the effect on the contributions and Final Average Compensation. The Quality Assurance division is currently putting together a testing plan on the results to certify the accuracy of the results before making the actual updates to member accounts.

- **CORE Benefits Training Class Preparation:** We are finalizing the interview and selection process for our next CORE Benefits training program. This 10-month series of courses is the key first step to training staff to fill the large number of vacant positions we have in Benefits and Member Services. Due to the pandemic

we were unable to hire a class in 2020, which has placed us in a significant staffing deficit. As shared previously, the plan was to hire a class of 24-30, which would have made this the largest class we have ever attempted to train. Our team has reviewed the logistics of this effort and decided to develop two cohorts which will have staggered start dates (tentatively December 1, 2021 and January 3, 2022). The training program includes periods of production where all work objects must be checked before completion. This quality control process during training has traditionally been handled by leads assigned to the training class, Benefits CORE Supervisors, and Quality Assurance. Due to the class size this was not feasible as we determined we would need 12 staff validating and checking work for 4 weeks at a time – causing a further deficit to operations. By staggering the start dates we hope to minimize the impacts on normal operations during the production periods by having a smaller number of staff assigned. Staff from Benefits, Member Services, and Quality Assurance will work collaboratively to validate production work during this period.

- **Information Systems:** Our Systems division continues to engage in various process improvement projects and initiatives aimed at securing our network, data, application, and overall system infrastructure. Three current initiatives led by Systems include:
 - ***Mainframe Hosting Project*** – Recommended for approval on May 5, 2021 by the OOC and approved on June 2, 2021 by the BOR, the Systems Division and the Information Security team began working with Mainline Systems to migrate LACERA's mainframe to a multi-tenant, hosted solution at Data Management Incorporated (DMI)'s data center in Phoenix, AZ in July, 2021.

On October 10, 2021, the migration of LACERA's mainframe was completed successfully, and all LACERA's mainframe applications are now running on DMI's mainframe in Phoenix. The planning, migration, and acceptance testing went smoothly under the direction of Eddie Paz. The successful migration of LACERA's mainframe addresses many challenges:

Aging Hardware – Pasadena hardware is three generations behind; Phoenix hardware is current.

Long Disaster Recovery Time – Pasadena disaster recovery time is up to 72 hours; Phoenix disaster recovery time is 0 hours.

Long Disaster Recovery Point – Pasadena disaster recovery point is up to 72 hours; Phoenix disaster recovery point is 0 hours.

Support Staff Shortage – LACERA’s primary support staff will retire in early 2022; Our hosted solution provides an option for managed services to economically fill in skillset gaps.

High Operational Cost – Annual expenses for on-site mainframe exceed \$900,000; Hosted solution annual expenses are expected to be \$600,000.

Additional Investment Required – to modernize current mainframe, an additional hardware investment of \$1,000,000 is needed; hosted solution eliminates the need for the additional investment.

In addition to addressing current challenges, the migration of the mainframe takes us closer to one of our strategic goals: retiring LACERA’s mainframe applications. Now that the mainframe is hosted off-site, LACERA’s resources can focus on refactoring the mission critical applications to a new platform and ultimately retiring the mainframe.

- **Microsoft Dynamics Great Plains (GP) Hosting Project** – Approved in the Fiscal Year 2020-21 budget adjustments by the BOR, the Systems Division began working with Argus Systems and Data Resolution to migrate LACERA’s legacy Microsoft Dynamics GP application to a hosted solution. This migration will ensure the stability of LACERA’s mission critical application until LACERA completes the transition to a more modern solution in three years. Also, the migration will provide LACERA an improved disaster recovery solution that decreases both downtime and data loss.

As of October 19, 2021, a copy of the August 12 data from LACERA’s GP system in Pasadena has been replicated on the hosted system. User access setup is in progress. Under the direction of Cookie Jaranilla, the project team will perform a detailed acceptance test starting October 25. If all goes well with the test, a detailed cut over plan will be executed during the weekend of November 22, 2021. We anticipate the project to be completed ahead of schedule by the end of November 2021.

- **Information Technology (IT) Service Management Improvement Project** – Approved in the Fiscal Year 2020-21 budget adjustments by the BOR, the Systems Division selected ServiceNow, a cloud-based IT service management tool, to improve how the division manages IT incidents, problems, requests, and knowledge. Phase I of the ServiceNow implementation will provide automation and tracking for all requests coming into the Systems Helpdesk. Future phases of the project will introduce hardware asset management as well as sophisticated automation for routine IT requests.

As of October 19, 2021, the initial configuration of ServiceNow has been completed, LACERA’s production instance of ServiceNow is up and running, a

soft rollout to all Systems staff members has been completed, and the PMO has transitioned the ownership of the ServiceNow application to the infrastructure team. The infrastructure team under the direction of Summy Voong will provide operational support for ServiceNow going forward. The next steps include a soft rollout to selected LACERA staff members and finally, a soft rollout to all LACERA staff members. We expect Phase I of the project to be completed by the end of December 2021.

- **Administrative Services Division:** Our Administrative Services is a support division consisting of the Budget Unit; the Document Processing Center; the Procurement Unit, including Purchasing, Facilities, and Renovations; and the Risk Management Unit, which includes Business Continuity, Business Insurance, Contract Management, Health and Safety, and Records Management. Over the last month the division has led and supported the following initiatives:
 - The Budget Unit has completed the Mid-Year Budget Amendment recommendation and it will be presented at the Joint Organizational Governance Committee meeting on November 4, 2021.
 - The Risk Management Unit and Business Continuity Team are preparing for a cross-functional tabletop exercise scheduled to take place on December 2, 2021. The team will provide a briefing of the exercise and results to the OOC
 - The Health and Safety Unit continues to conduct weekly COVID-19 health and safety inspections to identify potential hazards related to COVID-19 and ensure adherence to all state and federal health and safety laws and requirements. This last quarter, there have been no COVID-19 safety hazards identified during the inspections. They will soon provide COVID-19 safety protocol training to all Floor Wardens in preparation for staff returning to the building.
 - The Health and Safety Unit also conducted the Great California ShakeOut Earthquake Drill, in collaboration with the Office of the Building and encouraged staff working from home to also participate.
 - The Procurement Unit is collaborating with Systems and FASD to implement a new accounts payable/travel and expense software. They are also collaborating with Systems on implementing asset management software to facilitate inventory lifecycle asset tracking.

- The Facilities Unit is working with the Office of the Building to modify LACERA's 2nd floor space to allow the Document Processing staff to continue their work with required social distancing protocols once other LACERA staff return to the building. The 2nd Floor space will also temporarily house FASD and Systems staff during the upcoming 7th floor renovation project.
- **Financial and Accounting Services Division** applies sound controls, accounting standards, and compliance with regulatory and statutory financial reporting mandates to LACERA's assets, member payroll, and organization-wide financial transactions.
 - *Financial Statement Preparation:* The Government Code requires that LACERA prepare annual financial statements (AFS), obtain an external audit opinion of such, and transmit these statements to the plan sponsor (i.e., Los Angeles County). The fiscal year ended June 30, 2021 financial statements have been completed. Staff is preparing to issue the AFS to the County by the required deadline and has provided the AFS and supporting documents to the Communications Division for the preparation of the Annual Comprehensive Financial Report (ACFR).
 - *Financial Statement Audit:* LACERA's External Auditor, Plante Moran, has completed the annual audit of LACERA's financial statements and issued an "unmodified" or clean audit opinion. The audit identified no significant issues, but Plante Moran did provide a comment letter to management for consideration. The report will be provided to the Audit Committee at an upcoming meeting.
 - *Actuarial Valuation Reports:* The Government Code requires that valuations of the Pension Plan be performed at least once every three years. The Board of Investment's 2013 Retirement Benefit Funding Policy requires more frequent valuations which are set to be completed annually. These reports are prepared to determine employer and employee contribution rates and to measure the funded status of the Pension Plan. In addition, the valuation report provides information that is used to prepare the Governmental Accounting Standards Board (GASB) Statement Number 67 financial statement reports. Plan sponsors use the GASB reports to obtain information required for their financial statement disclosures. The annual

Pension Valuation report is conducted by Milliman, LACERA's Pension Plan consulting actuary. Their review is currently underway and on track to be completed in November with results presented to the BOI in December.

- *P2P/AP/Travel Project* – A 2019 audit recommendation identified the need to obtain a Travel Expense Tracking Tool. Additionally, staff identified the need to incorporate an Automated Accounts Payable Software solution to properly process and issue payments and reimbursement for travel expenditures. FASD, Procurement and Systems, working together, identified a software solution and the project kickoff has begun. While all three issues are interrelated, the project team is prioritizing travel and expense to address the 2019 audit finding before moving forward with the Accounts Payable solution.

Membership Category Reporting Project: We report the total number of members and break down that number into specific categories across several platforms such as the CEO Dashboard Report, the Annual Comprehensive Financial Report (ACFR), among others. A cross-functional team of Systems and our QA & Metrics team have developed a new categorization that more accurately reflects the makeup of our membership. This new category correctly accounts for all inactive members – some of which can be eligible for a benefit. The draft reports are being verified for accuracy across different formats. Once verified we will update the Committee.

Attachments:

- Public Records Request Update
- Report of Felony Forfeiture Cases Processed

DATE RECEIVED	REQUESTER	DOCS REQUESTED
12-21-20	D. Wells, Law offices of Gregory W. Smith	<p>Requested 14 categories of records, including operations of LACERA and hiring of employees and vendors.</p> <p>Request 11 - All video recordings and audio recordings of the April 9th, 2020 Board of Retirement meeting; the June 3rd, 2020 Board of Retirement meeting; and the June 25th, 2020 Audit Committee meeting.</p> <p><i>On December 21st, 2020, sent the links to video and audio of the June 3rd, 2020 Board of Retirement meeting, and the June 25th, 2020 Audit Committee meeting.</i></p> <p><i>On December 28th, 31st, 2020, and on January 11th, 2021, sent a DVD of the April 9, 2020 Board of Retirement meeting via FedEx Standard Overnight Delivery.</i></p> <p>Request 10 - Requested information regarding Udemy contract.</p> <p><i>On January 15th, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 9 - Requested information regarding Eagle Leadership contract.</p> <p><i>On January 22nd, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 8 - Requested information regarding KH Consulting contract.</p> <p><i>On February 1st, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 7 - Requested information regarding TransQuest contract.</p> <p><i>On February 2nd, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 1 - Requested Systems related communications by CEO Santos R. Kreimann.</p> <p><i>On February 8th, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 3 - Requested documents regarding hiring of Celso Templo.</p> <p><i>On February 8th, 2021, sent 11 sets of responsive documents.</i></p> <p>Time extension to the production of documents.</p> <p>Requests 2, 4-6, and 12-14 remain outstanding.</p> <p><i>On February 16th, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p> <p>Request 2 - Requested documents and communications between CEO Santos R. Kreimann and Celso Templo.</p> <p><i>On February 26th, 2021, sent six (6) sets of responsive documents.</i></p> <p>Request 14 - Requested documents and communications sent or received by Carly Ntoya regarding James Brekk.</p> <p><i>On March 1st, 2021, sent one (1) set of responsive documents.</i></p> <p>Request 3 - Requested documents regarding hiring of Celso Templo.</p> <p><i>On March 1st, 2021, sent one (1) additional set of responsive documents.</i></p> <p>Request 13 - Requested documents and communications sent or received by Celso Templo regarding James Brekk.</p> <p><i>On March 2nd, 2021, sent two (2) additional sets of responsive documents.</i></p> <p>Time extension to the production of documents.</p> <p>Requests 4-6, and 12 remain outstanding.</p> <p><i>On March 2nd, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p> <p>Time extension to the production of documents.</p> <p>Requests 4-6, and 12 remain outstanding.</p> <p><i>On March 15th, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p> <p>Request 4 - Requested Systems related communications by or to Celso Templo.</p> <p><i>On March 19th, 2021, sent one (1) set of responsive documents.</i></p> <p>Time extension to the production of documents.</p> <p>Requests 5, 6, and 12 remain outstanding.</p> <p><i>On March 31st, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p> <p><i>On June 4th, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p> <p><i>On June 30th, 2021, sent one (1) responsive letter regarding extension of time and summary of production status via email.</i></p>

DATE RECEIVED	REQUESTER	DOCS REQUESTED
		<p>Request 6 – Requested all documents and communications by Celso Templo regarding information technology vendor solicitation process. On July 7th, 2021, sent 1,400 responsive documents.</p> <p>Request 2 - Requested documents and communications between CEO Santos R. Kreimann and Celso Templo. On October 7th, 2021, sent additional responsive documents to September 27th, 2021, letter via email.</p>
09-20-21	N.Lee, Preqin Ltd.	<p>Requested information regarding hedge funds investments and performance. On September 21st, 2021, sent one (1) email with responsive documents and links to BOI materials.</p>
09-21-21	S. Cruz, Transparent California	<p>Requested CA Compensation Report for 2020. On October 6th, 2021, received in Legal and sent one (1) responsive email with links to the LACERA webpage. On October 15th, 2021, sent one (1) additional email with responsive documents.</p>
09-23-21	M. Kreimer, FOIA Professional Services	<p>Requested information regarding LACERA’s private equity advisor search. On September 23rd, 2021, sent one (1) email with responsive documents via SharePoint link.</p>
09-23-21	S. Leavins	<p>Requested information re policy as to a member’s disability retirement, investigations, return to work, and determinations. On September 28th, 2021, sent one (1) responsive email. On October 12th, 2021, sent one (1) responsive email to requester’s follow-up questions.</p>
09-24-21	S. Leavins	<p>Requested information re a specific member’s retirement, return, and adjustments. On September 28th, 2021, sent one (1) responsive email.</p>
09-29-21	T. Boston, Orange County Fire Authority HR	<p>Requested information re Plan B Fire employees for compensation study. On October 4th, 2021, sent one (1) email with responsive link to LACERA.com subsite.</p>
10-04-21	M. Ceballos, Fundmap	<p>Requested information re performance of Real Estate, Private Equity, Private Credit/Debt, and Infrastructure. On October 12th, 2021, sent one (1) responsive document via email.</p>
10-08-21	LA County Fire, and LA County HR	<p>Standing request for monthly Ratification of Service Retirement and Survivor Benefit Application Approvals. On October 8th, 2021, sent one (1) responsive link via email.</p>
10-08-21	LA County HR	<p>Standing request for monthly disability retirement list for the BOR. On October 8th, 2021, sent one (1) responsive document via email.</p>
10-08-21	LA County Sheriffs	<p>Standing request for monthly BOR approved Fire and Sheriffs’ Department retiree listing. On October 8th, 2021, sent one (1) responsive document via email.</p>
10-11-21	J. Adams	<p>Requested BOI Real Assets Committee meeting recording for September 8th, 2021.</p>
10-13-21	S. Leavins	<p>Requested a list of all revoked Disability Retirements.</p>
10-14-21	V. Sayas, Fundmap	<p>Requested BOI meeting recording for October 6th, 2021.</p>



REPORT OF FELONY FORFEITURE CASES PROCESSED

October 28, 2021

CASE#	MEMBER'S LAST NAME	MEMBER'S FIRST NAME	DEPT.	CONVICTION DATE	LACERA NOTIFIED	MEMBER NOTIFIED BY LACERA	FINAL STATUS	DISABILITY STATUS	IMPACT NOTIFICATION SERVICE LEVEL
58	BOUNDY	TIMOTHY	PROBATION	7/27/2021	8/24/2021		PENDING		
57	ANTRIM	MARC	LASD	4/1/2021	5/12/2021		PENDING		
56	BERK	MICHAEL	LASD	2/24/2021	4/14/2021		PENDING		
55	FISK	JUSTIN	LASD	2/24/2021	4/14/2021		PENDING		