

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

October 11, 2012 - 9:00 A.M.**

COMMITTEE MEMBERS:

Yves Chery, Chair
William de la Garza, Vice Chair
Shawn R. Kehoe
Ed C. Morris
Simon S. Russin, Alternate

- I. APPOINTMENT OF VOTING MEMBER(S) IN THE EVENT ONE OR MORE REGULAR COMMITTEE MEMBERS ARE ABSENT
- II. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 6, 2012
- III. FOR INFORMATION
 - A. LACERA Operations Briefing
Robert Hill
 - B. Leadership Development Program Update *(oral presentation)*
John Nogales
 - C. 2012 HR Resource Conference: Reinforcing Our Foundations
Jeannine Smart *(oral presentation)*
- IV. MISCELLANEOUS
- V. PUBLIC COMMENT
- VI. GOOD OF THE ORDER

(For discussion purposes only)
- VII. ADJOURNMENT

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

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

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

Persons requiring an alternative format of this agenda pursuant to Section 202 of the Americans with Disabilities Act of 1990 may request one by calling Cynthia Guider at (626)-564-6000, from 8:30 a.m. to 5:00 p.m. Monday through Friday, but no later than 48 hours prior to the time the meeting is to commence. Assistive Listening Devices are available upon request. American Sign Language (ASL) Interpreters are available with at least three (3) business days notice before the meeting date.

MINUTES OF THE 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

OCTOBER 11, 2012, 12:35 P.M. – 1:50 P.M.

COMMITTEE MEMBERS

PRESENT: Yves Chery, Chair
William de la Garza, Vice Chair
Shawn R. Kehoe
Ed C. Morris

ABSENT: Simon S. Russin, Alternate

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

Marvin Adams
Sadonya Antebi
Les Robbins

STAFF, ADVISORS, PARTICIPANTS

Robert Hill
John Nogales
Jeannine Smart

The meeting was called to order by Chairman Chery at 12:35 p.m.

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

All regular members of the Committee were present.

II. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 6, 2012

A motion was made by Mr. Morris, seconded by Mr. Adams, to approve the minutes of the special meeting of September 6, 2012. The motion passed unanimously.

III. FOR INFORMATION

A. LACERA Operations Briefing
Robert Hill

Mr. Hill presented the monthly briefing on LACERA's operations. Many of the following discussion items may recur in subsequent briefings or may result in a future comprehensive presentation.

- PEPRA
 - Insight on pay code analysis
 - Planning for the ARC tsunami
 - Staff team up for the implementation
- Administrative tasks for the OPEB Trust
- Training update: RBS training class

B. Leadership Development Program Update (*oral presentation*)
John Nogales

Mr. Nogales presented an update on the Leadership Development Program. This program will provide learning opportunities and professional development for the selected participants. It does not guarantee a promotion or appointment to the position once the program is complete. Each individual will have the opportunity to serve in the management role in Member Services for a three month period. Staff and supervisors will be expected to comply with the directives of the individual in the leadership role as they would the Division Manager. Mr. Popowich will serve as mentor to the group, and facilitate weekly team meetings to discuss issues, recommendations, and solutions. All participants will attend the weekly meetings, however, when not occupying the leadership role, those individuals will continue working in their current positions.

After communicating the details of this program to staff, a resume canvass was made. Interviews were held and five participants were selected for the program. A kick-off meeting will be held with the participants where Mr. Popowich will communicate responsibilities and expectations. After the program commences with the first participant, staff feedback will be provided with a suggestion box in

III FOR INFORMATION (Continued)

Member Services and focus group meetings with Member Services staff facilitated by an outside consultant. The consultant will be writing an evaluation of each individual's performance. The target date to commence the program is November, 2012.

C. 2012 HR Resource Conference: Reinforcing Our Foundations
Jeannine Smart *(oral presentation)*

Ms. Smart gave a presentation on the 2012 HR Resource Conference – Reinforcing Our Foundations. These conferences are a forum for two-way communication, providing the opportunity to review problem areas and inform and educate on new LACERA procedures and resources. Since beginning these conferences in 2005, LACERA has built a position of trust with the County HR Professionals, investing in their ideas and developing new services and procedures for improving our working relationship.

This year we are going back to basics, getting reacquainted with the Sworn Statement, new disability procedures, and the retirement process. We also are taking this opportunity to discuss the big changes that will be taking place in January, 2013, with the implementation of PEPRA.

We have a full house at the HR Conferences, with a waiting list to attend. Many of the HR professionals this year were first time attendees. They loved the breakout sessions, thought they were provided much useful information, with 85% of those in attendance giving the conference an excellent rating.

IV. MISCELLANEOUS

V. PUBLIC COMMENT

VI. GOOD OF THE ORDER

(For discussion purposes only)

VII. ADJOURNMENT

The meeting adjourned at 1:50 p.m.

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