

# IN PERSON & VIRTUAL BOARD MEETING

This meeting will be held following the Committee scheduled prior.



TO VIEW VIA WEB



TO PROVIDE PUBLIC COMMENT

Members of the public may address the Board orally and in writing. To provide Public Comment, you should visit the above link and complete the request form by selecting whether you will provide oral or written comment from the options located under Options next to the Board meeting.

**Attention:** If you have any questions, you may email [PublicComment@lacera.com](mailto:PublicComment@lacera.com). If you would like to make a public comment during the board meeting, review the [Public Comment instructions](#).

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

## AGENDA

### A REGULAR MEETING OF THE BOARD OF RETIREMENT

### LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 N. LAKE AVENUE, SUITE 810, PASADENA, CA 91101

9:00 A.M., WEDNESDAY, JANUARY 3, 2024\*

*This meeting will be conducted by the Board of Retirement both in person and by teleconference under California Government Code Section 54953 (e).*

*Any person may view the meeting in person at LACERA's offices or online at <https://LACERA.com/leadership/board-meetings>.*

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

NOTICE: Pursuant to FPPC Regulation 18702.5, this statement provides notice, before elections take place, that appointed trustees, the retired trustee, and the alternate retired trustees when elected or appointed to a committee will receive a stipend of \$100 per meeting attended, up to a total of \$500 per month for all Board of Retirement and committee meetings attended during the term of their appointment. Upon completion of today's election and the Chair's appointment of other committee members, LACERA will post Form 806 on [lacera.com](http://lacera.com) to provide public notice of the fees to be received by such trustees. Active general and safety member elected trustees, the ex-officio trustee, and the alternate ex-officio do not receive compensation for attending LACERA Board and committee meetings, other than their regular salary as County employees. All trustees receive reasonable and necessary expenses.

Appointed trustees to the Board of Retirement are Wayne Moore, David Ryu, Antonio Sanchez, and Ronald Okum. The retired trustee is Les Robbins. The alternate retired trustee is James P. Harris. The active general and safety member elected trustees are Vivian H. Gray, Jason E. Green, Shawn R. Kehoe (alternate safety), and Nancy Durazo. The ex-officio member is Keith Knox, and the alternate ex-officio is Elizabeth B. Ginsberg.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE

### III. RATIFICATION OF OFFICERS

#### A. Board Officers – 2024 Calendar Year

Recommendation as submitted by Santos H. Kreimann, Chief Executive Officer: That the Board ratify its slate of board officers who will serve their term in the 2024 calendar year under the Board's Board Officer Rotation Policy: Shawn Kehoe as Chair, Les Robbins as Vice Chair, and Ronald Okum as Secretary.

(Memo dated December 17, 2023)

### IV. ELECTIONS OF COMMITTEE MEMBERS

Election of Trustees to Joint Organizational Governance Committee (1 Trustee) and Audit Committee (3 Trustees)

### V. PROCEDURE FOR TELECONFERENCE MEETING ATTENDANCE UNDER AB 2449, California Government Code Section 54953 (e)

A. Just Cause

B. Action on Emergency Circumstance Requests

C. Statement of Persons Present at AB 2449 Teleconference Locations

### VI. APPROVAL OF THE MINUTES

A. Approval of the Minutes of the Regular Meeting of December 6, 2023

### VII. PUBLIC COMMENT

(Members of the public may address the Board orally and in writing. To provide Public Comment, you should visit <https://LACERA.com/leadership/board-meetings> and complete the request form by selecting whether you will provide oral or written comment from the options located under Options next to the Board meeting.

If you select oral comment, we will contact you via email with information and instructions as to how to access the meeting as a speaker. You will have up to 3 minutes to address the Board. Oral comment request will be accepted up to the close of the Public Comment item on the agenda.

If you select written comment, please input your written public comment or documentation on the above link as soon as possible and up to the close of the meeting. Written comment will be made part of the official record of the meeting. If you would like to remain anonymous at the meeting without stating your name, please leave the name field blank in the request form. If you have any questions, you may email [PublicComment@lacera.com](mailto:PublicComment@lacera.com).)

VIII. EXECUTIVE UPDATE

- A. LACERA All Stars
- B. Member Spotlight
- C. Chief Executive Officer's Report

IX. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

X. CONSENT ITEMS

A. **H.R. 957 – Public Safety Retirees Healthcare Protection Act of 2023**

Recommendation as submitted by Les Robbins, Chair, Insurance, Benefits and Legislative Committee: That the Board adopt a “Watch” position on H.R. 957, which would enact the “Public Safety Retirees Healthcare Protection Act of 2023.”  
(Memo dated December 20, 2023)

B. **Proposed Changes to Board of Retirement Policy for Recovery of Member Overpayments and Underpayments**

Recommendation as submitted by Alan Bernstein, Chair, Operations Oversight Committee: That the Board approve and adopt the changes to its Policy for Recovery of Member Overpayments and Underpayments as discussed in this memo and set forth in Exhibit B.  
(Memo dated December 21, 2023)

C. **Ethics and Compliance Program Charter**

Recommendation as submitted by Alan Bernstein, Chair, Operations Oversight Committee: That the Board of Retirement (1) provide input on the proposed Ethics and Compliance Program Charter, which is a goal of the Board's approved Strategic Plan, and (2) forward the Charter to the Joint Organizational Governance Committee for further consideration and recommendation.  
(Memo dated December 26, 2023)

D. **Ratification of Service Retirement and Survivor Benefit Application Approvals**

Recommendation that the Board approve the service retirements and survivor benefit applications received as of December 26, 2023, along with any retirement rescissions and/or changes approved at last month's Board meeting. (Memo dated December 26, 2023)

X. CONSENT ITEMS (Continued)

E. **Appeal(s) for the Board of Retirement's Meeting of January 3, 2024**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board grant the appeal(s) and request(s) for administrative hearing received from the following member(s) and direct the Disability Retirement Services Manager to refer each case to a referee: Leanne M. Steinhaus and Syntoshia L. Cunningham. (Memo dated December 21, 2023)

F. **Dismiss with Prejudice the Appeal of Danny T. Han**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board dismiss with prejudice Danny T. Han's appeal for a service-connected disability retirement. (Memo dated December 20, 2023)

G. **Service Provider Invoice Approval Request - Martin Schlusberg, M.D c/o National Disability Evaluations**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board approve the service provider invoice for Martin Schlusberg, M.D. c/o National Disability Evaluations. (Memo dated December 21, 2023)  
(Attachment is Confidential)

H. **Service Provider Invoice Approval Request - Neil Ghodadra, M.D.**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board approve the service provider invoice for Neil Ghodadra, M.D.  
(Memo dated December 27, 2023)

XI. EXCLUDED FROM CONSENT ITEMS

XII. NON-CONSENT ITEMS

A. **WBCP – Professional Recruiting Services**

Recommendation as submitted by Santos H. Kreimann, Chief Executive Officer: That the Board approve the amendment of the current master contract with WBCP, Inc. (WBCP) for professional

XII. NON-CONSENT ITEMS (Continued)

recruiting services to increase the contract value for FY 23-24 from \$150,000 to \$300,000 and delegate authority to pay related invoices. (Memo dated December 22, 2023)

XIII. REPORTS

- A. **2023 Triennial Actuarial Projects – Los Angeles County Other Post-Employment Benefit (OPEB) Program Educational Session**  
Santos H. Kreimann, Chief Executive Officer  
Ted Granger, Interim Chief Financial Officer  
Robert Schmidt, Consulting Actuary, Milliman  
Janet Jennings, Consulting Actuary, Milliman  
(Presentation) (Memo dated December 18, 2023)
- B. **Education on Ethics and Compliance Governance, Program Structure, and Program Charter**  
Steven P. Rice, Chief Counsel  
Allison E. Barrett, Senior Staff Counsel  
Rebecca Walker, Kaplan & Walker LLP  
(Presentation) (Memo dated December 26, 2023)
- C. **2023 Audit Committee Annual Report**  
Onyx Jones, 2023 Audit Committee Chair  
Richard P. Bendall, Chief Audit Executive  
(For Information Only) (Memo dated December 15, 2023)
- D. **Application Processing Time Snapshot Reports**  
Tamara Caldwell, Division Manager, Disability Retirement Services  
(For Information Only) (Memo dated December 22, 2023)
- E. **Monthly Trustee Travel & Education Reports – November 2023**  
Ted Granger, Interim Chief Financial Officer  
(Public memo dated December 21, 2023) (Confidential memo dated December 21, 2023 - Includes Pending Travel)
- F. **FPPC Formal Advice Letter**  
Steven P. Rice, Chief Counsel  
(For Information Only) (Memo dated December 26, 2023)

XIII. REPORTS (Continued)

G. **December 2023 Fiduciary Counsel Contract and Billing Report**

Steven P. Rice, Chief Counsel

(For Information Only) (Memo dated December 26, 2023)

(Privileged and Confidential/Attorney-Client Communication/Attorney Work Product)

XIV. ITEMS FOR STAFF REVIEW

(This item summarizes requests and suggestions by individual trustees during the meeting for consideration by staff. These requests and suggestions do not constitute approval or formal action by the Board, which can only be made separately by motion on an agenda item at a future meeting.)

XV. ITEMS FOR FUTURE AGENDAS

(This item provides an opportunity for trustees to identify items to be included on a future agenda as permitted under the Board's Regulations.)

XVI. GOOD OF THE ORDER

(For Information Purposes Only)

XVII. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability

XVIII. EXECUTIVE SESSION

A. Conference with Legal Counsel – Existing Litigation

(Pursuant to Paragraph (1) of Subdivision (d) of California Government Code Section 54956.9)

*LACERA v. County of Los Angeles,*

LASC Case No. 21STCP03475,

Court of Appeal Case No. B32697

(For Information Only) (Memo dated December 27, 2023)

B. Conference with Legal Counsel – Anticipated Litigation

Significant Exposure to Litigation

(Pursuant to Paragraph (2) of Subdivision (d) of California Government Code Section 54956.9)

Number of Cases: 1

(For Information Only) (Memo dated December 19, 2023)

XIX. ADJOURNMENT

***\*Although the meeting is scheduled for 9:00 a.m., it can start anytime thereafter, depending on the length of the Committee meeting preceding it.***

***Documents subject to public disclosure that relate to an agenda item for an open session of the Board of Retirement that are distributed to members 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 and will also be posted on [lacera.com](http://lacera.com) at the same time, [Board Meetings | LACERA](#).***

***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](mailto:PublicComment@lacera.com), but no later than 48 hours prior to the time the meeting is to commence.***

December 17, 2023

TO: Each Trustee  
Board of Retirement

FROM: Santos H. Kreimann <sup>SHK</sup>  
Chief Executive Officer

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: **Board Officers: 2024 Calendar Year**

## **RECOMMENDATION**

That the Board of Retirement ratify its slate of board officers who will serve their term in the 2024 calendar year under the Board's Board Officer Rotation Policy: Shawn Kehoe as Chair, Les Robbins as Vice Chair, and Ronald Okum as Secretary.

## **LEGAL AUTHORITY**

The Board of Retirement (BOR) Regulations provide that each January the BOR shall elect from its members a Chair, Vice Chair, and Secretary to serve for a term of one year or until his or her successor is duly elected and qualified.

The [BOR Board Officer Rotation Policy](#) provides that the process of selecting board officers will be a seniority-based system. At the first regular meeting in January, the BOR shall hold a vote to ratify the slate of board officers determined by the Executive Board Assistant.

## **DISCUSSION**

The BOR Board Officer Rotation Policy provides that with reasonable and sufficient time before the first regular meeting in January, the Executive Board Assistant shall verify the seniority of each trustee on the seniority list for each board officer position who would be in office during the calendar year commencing in January and ascertain in order of seniority which trustee opts to serve as a board officer for the upcoming year.

According to the Executive Board Assistant, the following trustees opted to serve as BOR Chair, Vice Chair, and Secretary for the 2024 calendar year.

Chair: Shawn Kehoe  
Vice Chair: Les Robbins  
Secretary: Ronald Okum

Trustee Kehoe is eligible to serve as Chair for 2024, having served as Chair from February to December 2023 due to a vacancy, because the BOR Board Officer Rotation Policy specifically provides that a Trustee filling an officer vacancy does not lose their seniority for that position. The Board ratified Trustee Kehoe's appointment on February

Board Officers: 2024 Calendar Year  
Board of Retirement  
December 17, 2023  
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1, 2023 with that knowledge and understanding as stated in the memo provided to the Board at that time.

**IT IS THEREFORE RECOMMENDED THAT THE BOARD** ratify its slate of board officers as identified above to serve their term in the 2024 calendar year.

Attachment

cc: Board of Investments      Luis Lugo      JJ Popowich      Laura Guglielmo  
Steven P. Rice      Jon Gabel



**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**

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

300 N. LAKE AVENUE, SUITE 810, PASADENA, CA 91101

9:00 A.M., WEDNESDAY, DECEMBER 6, 2023

*This meeting was conducted by the Board of Retirement both in person and by teleconference under California Government Code Sections 54953 (f).*

TRUSTEES PRESENT:

Shawn R. Kehoe, Chair

Alan Bernstein, Vice Chair

Vivian H. Gray, Secretary

Jason E. Green (Teleconference Due to Just Cause under Section 54953 (f) (Joined the meeting at 9:04 a.m.)

JP Harris (Teleconference Due to Just Cause under Section 54953 (f) (Alternate Retired)

Keith Knox

Ronald Okum (Joined the meeting at 9:47 a.m.)

Les Robbins

Antonio Sanchez

Herman Santos

TRUSTEES ABSENT:

Elizabeth Greenwood

STAFF ADVISORS AND PARTICIPANTS

Santos H. Kreimann, Chief Executive Officer

Luis A. Lugo, Deputy Chief Executive Officer

December 6, 2023

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STAFF ADVISORS AND PARTICIPANTS (Continued)

Jonathan Grabel, Chief Investment Officer

Jude Perez, Deputy Chief Investment Officer

JJ Popowich, Assistant Executive Officer

Laura Guglielmo, Assistant Executive Officer

Steven P. Rice, Chief Counsel

Francis J. Boyd, Senior Staff Counsel

Jasmine Bath, Senior Staff Counsel

Jessica Rivas, Senior Staff Counsel

Elaine Salon, Interim Senior Staff Counsel

Dr. Glenn Ehresmann, Medical Advisor

Chait Errande, Information Security Officer

Ted Granger, Interim Chief Financial Officer

Barry W. Lew, Legislative Affairs Officer

Carly Ntoya, Human Resources Director

Tamara Caldwell, Disability Retirement Manager

Vickie Neely, Disability Retirement Specialist Supervisor

Kerri Wilson, Disability Retirement Specialist Supervisor

Hernan Barrientos, Disability Retirement Specialist Supervisor

Ricardo Salinas, Disability Retirement Specialist Supervisor

Vincent Lim, Disability Litigation Manager

STAFF ADVISORS AND PARTICIPANTS (Continued)

Nossaman LLP, Fiduciary Counsel  
Ashley Dunning  
Allison Callaghan  
Julia Botezatu

I. CALL TO ORDER

The meeting was called to order by Chair Kehoe at 9:31 a.m. in the Board Room of Gateway Plaza.

II. PLEDGE OF ALLEGIANCE

Messrs. Bernstein and Santos led the Trustees and staff in reciting the Pledge of Allegiance.

III. PROCEDURE FOR TELECONFERENCE MEETING ATTENDANCE UNDER AB 2449, California Government Code Section 54953 (f)

- A. Just Cause
- B. Action on Emergency Circumstance Requests
- C. Statement of Persons Present at AB 2449 Teleconference Locations

A physical quorum was present at the noticed meeting location. There were two requests received from Trustee Harris and Green to attend by teleconference for Just Cause (A) contagious illness. Trustee Harris and Green confirmed that there were no individuals 18 years or older present at the teleconference location. No requests were received for Emergency Circumstances (B).

IV. APPROVAL OF THE MINUTES

- A. Approval of the Minutes of the Regular Meeting of November 1, 2023

Trustee Santos made a motion, Trustee Gray seconded, to approve the Minutes of the Regular Meeting of November 1, 2023. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Kehoe, Knox, Robbins, Sanchez, Santos

Absent: Greenwood, Okum

V. PUBLIC COMMENT (Trustee Green joined the meeting at 9:04 a.m.)

A written comment on behalf of Jeanine A. St. Hill (Applicant No. 2662C) was received.

VI. EXECUTIVE UPDATE

A. LACERA All Stars

Mr. Popowich announced the winners for the month: Roberta Van Nortrick, Mei Zhang, Maria Calderon, and Louis Gittens. The Web Watcher was Veronica Yi-Martinez and the Rideshare winner was Liliana Ronquillo.

B. Member Spotlight

Mr. Popowich recognized LACERA member, Olga Fruge.

C. Chief Executive Officer's Report

(Mr. Okum joined the meeting at 9:47 a.m.)

Mr. Kreimann provided a brief presentation on the Chief Executive Officer's Report and answered questions from the Board.

VII. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

Safety Law Enforcement  
Service-Connected Disability Applications

On a motion by Trustee Bernstein, seconded by Trustee Gray, 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>
215E	MARTIN V. HARNEY
216E	PEDRO ENCISO II
217E	ALFRED P. ALVAREZ
218E	RUBEN E. ALVAREZ

VII. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

Safety Law Enforcement (Continued)  
Service-Connected Disability Applications

<u>APPLICATION NO.</u>	<u>NAME</u>
219E	BRIAN C. BISHOP
220E*	ERIC T. FOX
221E	TIM J. CANOVA
222E	CHAD W. DOWDY
223E	LA MARK A. WILLIAMS
224E	ELIGIO S. BARAJAS
225E	WENDY L. LOFTON
226E	RYAN J. WADE
227E	CYNTHIA C. REDONDO
228E	KEITH G. SCHUMAKER
229E	JUDITH S. LUERA
230E	LUIS J. SANTAELLA
231E	DAVID M. CARVER
232E	MAIRA LLAMAS CONTRERAS
233E	CANDICE N. ANTUNA
234E*	WILLIAM G. NASH II
235E	MICHAEL D. GALVAN
236E	JUANITO JACINTO
237E	DENISE JIMENEZ
238E	MICHAEL J. ESPINOSA
239E	TODD M. JAZWIECKI
240E	ROBERT D. MARTINDALE
241E	BERNARD M. SHOCKLEY
242E	EMMANUEL PEREZ-PEREZ
243E	ROBERT W. MAUS

The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

\*Granted SCD – Retroactive

VII. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

Safety Fire, Lifeguards  
Service-Connected Disability Applications

On a motion by Trustee Okum, seconded by Trustee 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>
1760B	JAMES A. CALDERON
1761B	PHILIP J. LOURITO
1762B	MICHAEL W. FLOWERS
1763B*	JORDAN D. PRIMO
1764B**	THOMAS J. SULLIVAN
1765B	DAVID P. BROWN
1766B	ROLAND L. SPREWELL

The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

General Members  
Service-Connected Disability Applications

On a motion by Trustee Santos, seconded by Trustee Gray, the Board of Retirement made a motion to approve 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>
2658C**	SHANON WASHINGTON
2659C**	MARTHA T. RUIZ
2660C**	JAE CHONG

\*Granted SCD – Retroactive

\*\*Granted SCD – Employer Cannot Accommodate

VII. DISABILITY RETIREMENT APPLICATIONS ON CONSENT CALENDAR

General Members

Service-Connected Disability Applications

<u>APPLICATION NO.</u>	<u>NAME</u>
2661C	LINDA R. MORENO
2662C*	JEANINE A. ST. HILL
2663C	DAVID A. POLIO
2664C**	ALBA N. ROSALES
2665C***	KYLE B. FORTSON
2666C	VIVIANA G. TUINSTR
2667C*	CHRISTINE M. GRANDON
2668C	BRIAN A. KEYS
2669C*	GRACE N. OKOJI
2670C***	ADIZA K. ADAMOU LUCAS
2671C**	NICOLE MAYER
2672C***	ODETTE F. BASHA
2673C****	VALERIE A. IBARRA
2674C****	SANDI L. ROTH
2675C*	LUCIA M. MUNOZ
2676C*	JENNIFER L. LOPEZ-SUAREZ
2677C*****	NICHOLE D. JACKSON (DEC'D)
2678C*	ESPERANZA FERNANDEZ
2679C**	JOSHUA A. LOPEZ
2680C*	TAMARA M. VOGL
2681C*****	JARED C. TYLER, SR. (DEC'D)

The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

\*Granted SCD – Employer Cannot Accommodate

\*\*Granted SCD – Salary Supplement

\*\*\*Granted SCD – Retroactive Employer Cannot Accommodate

\*\*\*\*Granted SCD – Retroactive

\*\*\*\*\*Granted SCD – Survivor Benefit/Retroactive

VIII. CONSENT ITEMS

On a motion by Trustee Bernstein, Trustee Knox seconded, to approve consent items A-J. The motion passed by the following roll call vote:

The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

- A. **H.R. 4260—Public Servants Protection and Fairness Act of 2023**  
Recommendation as submitted by Les Robbins, Chair, Insurance, Benefits and Legislative Committee: That the Board adopt a “Support” position on H.R. 4260, which would enact the “Public Servants Protection and Fairness Act of 2023.”  
(Memo dated November 14, 2023)
- B. **H.R. 5342 – Equal Treatment of Public Servants Act of 2023**  
Recommendation as submitted by Les Robbins, Chair, Insurance, Benefits and Legislative Committee: That the Board adopt a “Support” position on H.R. 5342, which would enact the “Equal Treatment of Public Servants Act of 2023.” (Memo dated November 15, 2023)
- C. **Federal Engagement – Visit with Congress**  
Recommendation as submitted by Les Robbins, Chair, Insurance, Benefits and Legislative Committee: That the Board: 1) Approve a visit with Congress by Board trustees as designated by the Chair of the Board of Retirement and by staff as designated by the Chief Executive Officer during the week of January 22, 2024, in Washington, D.C.; and 2) Approve reimbursement of all travel costs incurred in accordance with LACERA’s Trustee Travel Policy.  
(Memo dated November 16, 2023)
- D. **LACERA Policy for Processing Disability Retirement Applications and Appeals Filed by Internal and Internal-Related Applicants**  
Recommendation as submitted by Alan Bernstein, Chair, Operations Oversight Committee: That the Board adopt the LACERA Policy for Processing Disability-Retirement Applications and Appeals filed by Internal and Internal-Related Applicants.  
(Memo dated November 16, 2023)

VIII. CONSENT ITEMS (Continued)

- E. **Revised Trustee Education and Travel Policies**  
Recommendation as submitted by Herman B. Santos, Chair, Joint Organizational Governance Committee: That the Board approve the revised Trustee Education and Travel Policies.  
(Memo dated November 17, 2023)
- F. **Chief Executive Officer Salary Designation Authority Upon Appointment of External Candidates**  
Recommendation as submitted by Herman B. Santos, Chair, Joint Organizational Governance Committee: That the Board approve amendments to the LACERA portion of the Los Angeles County Salary Ordinance, Sections 6.127.040 M 1 for Tier I and 6.127.040 P 1 for Tier II, to permit LACERA's Chief Executive Officer (CEO) to designate a Salary upon appointment of persons not employed by the County or LACERA to positions at any rate or step within the applicable Salary range, provided that for Tier I, as is currently provided for Tier II, the CEO makes a written finding based on factors to justify hiring above the minimum Salary range and with periodic reporting to the Boards, and further recommend implementation of the amendments.  
(Memo dated November 17, 2023)
- G. **Document Processing Center Classification and Compensation Study**  
Recommendation as submitted by Herman B. Santos, Chair, Joint Organizational Governance Committee: That the Board approve the proposed classification and compensation changes be approved for implementation, including prompt incorporation of the changes into the County Salary Ordinance: Title change, description revision and salary change for the Document Processing Coordinator, LACERA classification, and Title change, description revision and salary change for the Document Processing Assistant, LACERA classification.  
(Memo dated November 17, 2023)
- H. **Ratification of Service Retirement and Survivor Benefit Application Approvals**  
Recommendation that the Board approve the service retirements and survivor benefit applications received as of November 28, 2023, along with any retirement rescissions and/or changes approved at last month's Board meeting. (Memo dated November 28, 2023)

VIII. CONSENT ITEMS (Continued)

I. **Appeal(s) for the Board of Retirement's Meeting of December 6, 2023**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board of Retirement grant the appeal(s) and request(s) for administrative hearing received from the following member(s) and direct the Disability Retirement Services Manager to refer each case to a referee: La'Keyta Parker. (Memo dated November 21, 2023)

J. **Service Provider Invoice Approval Request**

Recommendation as submitted by Tamara Caldwell, Division Manager, Disability Retirement Services: That the Board of Retirement approve the service provider invoice for Mark Ganjianpour, M.D. (Memo dated November 19, 2023)

IX. EXCLUDED FROM CONSENT ITEMS

There were no items excluded from Consent items.

X. NON-CONSENT ITEMS

A. **Board of Retirement and Board of Investments 2024 Meeting Calendar**

Recommendation as submitted by Santos H. Kreimann, Chief Executive Officer: That the Board review the 2024 meeting and education calendar and consider rescheduling meeting dates that may conflict with a holiday and/or the potential for a lack of quorum. (Memo dated November 28, 2023)

The Board did not take any action on this item. The 2024 Board of Retirement regular monthly meeting calendar will remain as provided in the Board of Retirement Regulations.

B. **Information Systems Acceptable Use and Mobile Device Policies for Trustees**

Recommendation as submitted by Herman B. Santos, Chair, Joint Organizational Governance Committee: That the Board approve the Acceptable Use Bring Your Own Device (BYOD) Policy. (Memo dated November 17, 2023)

X. NON-CONSENT ITEMS (Continued)

On a motion by Trustee Kehoe, seconded by Trustee Green, to approve staff's recommendation with the suggested revisions. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

C. **Chief Executive Officer Compensation**

Recommendation as submitted by Shawn Kehoe, Chair, Board of Retirement and Gina Sanchez, Chair, Board of Investments: That the Board discuss salary adjustments for the Chief Executive Officer, Santos H. Kreimann, effective October 1, 2023; and discuss a 3% cost of living adjustment (COLA) for the Chief Executive Officer, Santos H. Kreimann, effective January 1, 2024. (Memo dated December 1, 2023)

This item was tabled, without objection, to open session following Executive Session Agenda Item XIV.C. Before the vote on the item was taken, the statement of the proposed salary adjustments for the Chief Executive Officer was read by Director, Human Resources Carly Ntoya, Ph.D. as required by California Government Code Section 54953(c)(3).

On a motion by Trustee Santos, seconded by Trustee Kehoe, to approve a merit adjustment of 5% or \$2,018 per month effective October 1, 2023 and a cost of living adjustment of 3% or \$1,271 per month effective January 1, 2024, subject to Board of Investments approval, for a total adjusted salary of \$43,664 per month. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

XI. REPORTS

A. **Presentation on FPPC Form 700 e-Filing for Trustees**

Jessica Rivas, Staff Counsel

(Presentation) (Memo dated November 28, 2023)

XI. REPORTS (Continued)

Ms. Rivas provided a presentation and answered questions from the Board. This item was received and filed.

B. **AB 1020 Presumptions**

Frank Boyd, Senior Staff Counsel  
(Presentation)

Mr. Boyd provided a presentation and answered questions from the Board. This item was received and filed.

C. **Fiscal Year 2023-24 Mid-Year Budget Adjustments**

Laura Guglielmo, Assistant Executive Officer  
(For Information Only) (Memo dated November 16, 2023)

This item was received and filed.

D. **Fiscal Year 2022-23 Final Budget Control Report**

Laura Guglielmo, Assistant Executive Officer  
(For Information Only) (Memo dated November 17, 2023)

This item was received and filed.

E. **Semi-Annual Interest Crediting for Reserves as of June 30, 2023 (Audited)**

Ted Granger, Interim Chief Financial Officer  
(For Information Only) (Memo dated October 24, 2023)

This item was received and filed.

F. **Monthly Trustee Travel & Education Reports – October 2023  
Fiscal Year 2023-24 1<sup>st</sup> Quarter Trustee Travel & Education  
Expenditure Reports**

**Fiscal Year 2023-24 1<sup>st</sup> Quarter Staff Travel Report**

Ted Granger, Interim Chief Financial Officer  
(Public memo dated November 21, 2023)

(Confidential memo dated November 21, 2023 - Includes Pending Travel)

This item was received and filed.

XI. REPORTS (Continued)

G. **Report of Compensation Earnable and Pensionable Compensation**

Elaine K. Salon, Interim Senior Staff Counsel  
(For Information Only) (Memo dated November 14, 2023)

This item was received and filed.

H. **Application Processing Time Snapshot Reports**

Tamara Caldwell, Division Manager  
(For Information Only) (Memo dated November 19, 2023)

This item was received and filed.

I. **Fiduciary Counsel Self-Assessment**

Steven P. Rice, Chief Counsel  
(For Information Only) (Memo dated November 28, 2023)  
(Privileged and Confidential/Attorney-Client Communication/Attorney Work Product)

This item was received and filed.

J. **November 2023 Fiduciary Counsel Contact and Billing Report**

Steven P. Rice, Chief Counsel  
(For Information Only) (Memo dated November 28, 2023)  
(Privileged and Confidential/Attorney-Client Communication/Attorney Work Product)

This item was received and filed.

XII. ITEMS FOR STAFF REVIEW

There were no items to report.

XIII. ITEMS FOR FUTURE AGENDAS

There were no items to report.

XIV. GOOD OF THE ORDER  
(For Information Purposes Only)

Trustees and staff thanked Trustees Herman Santos and Alan Bernstein for their service on the Board of Retirement.

On a motion by Trustee Bernstein, seconded by Trustee Gray, the Board of Retirement in open session voted 8-0 to hear in Executive Session an unagendized item relating to a Potential Threat to Public Services or Facilities pursuant to Subdivision (a) of California Government Code Section 54957, having found under Subdivision (b)(2) of California Government Code Section 54954.2 that (1) the underlying issue was not known to LACERA at the time the agenda was posted and (2) the issue required the Board's immediate attention. Trustees Bernstein, Knox, Gray, Green, Okum, Robbins, Sanchez, and Santos voted yes. Trustee Greenwood was absent from the meeting. There was nothing to report from the Executive Session discussion of the item.

XV. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability

APPLICATION NO. & NAME AND BOARD ACTION

5401B – LEANNE M. STEINHAUS\*

On a motion by Trustee Knox, seconded by Trustee Gray, to deny a service-connected disability retirement since the employer can accommodate. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

5402B – LAURA WOOD

Pulled by staff for further development.

5403B – MARTHA M. SANDOVAL

\* Applicant and/or Attorney Present

XV. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability (Continued)

APPLICATION NO. & NAME AND BOARD ACTION

On a motion by Trustee Harris, seconded by Trustee Knox, to deny a service-connected disability retirement without prejudice. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

5404B – TANIA VELASCO\*

On a motion by Trustee Harris, seconded by Trustee Knox, to grant a nonservice-connected disability retirement with salary supplement. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

5230B – SYNTOSHIA L. CUNNINGHAM

On a motion by Trustee Knox, seconded by Trustee Harris, to deny a service-connected disability retirement and find the applicant not permanently incapacitated. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

5320B – VERONICA SHAFER

On a motion by Trustee Harris, seconded by Trustee Gray, to grant a service-connected disability retirement pursuant to Government Code Section 31720. The motion passed by the following roll call vote:

XV. DISABILITY RETIREMENT CASES TO BE HELD IN CLOSED SESSION

A. Applications for Disability (Continued)

APPLICATION NO. & NAME AND BOARD ACTION

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

B. Disability Retirement Appeals

APPLICATION NO. & NAME AND BOARD ACTION

DEANNA L. SANTINO – Thomas J. Wicke for the Applicant  
Jason E. Waller for the Respondent

Trustee Kehoe made a substitute motion, Trustee Green seconded, to grant a service-connected disability retirement with an earlier effective date. This application will return to the Board. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

ZAHEER A. URAIZEE – In Pro Per  
Eugenia W. Der for the Respondent

Trustee Kehoe made a motion, Trustee Harris seconded, to grant a nonservice-connected disability retirement. The motion passed by the following roll call vote:

Yes: Bernstein, Gray, Green, Knox, Okum, Robbins, Sanchez, Santos

Absent: Greenwood

XVI. EXECUTIVE SESSION

- A. Potential Threats to Public Services or Facilities  
(Pursuant to Subdivision (a) of California Government Code Section 54957)

Consultation with: LACERA Chief Executive Officer Santos H. Kreimann, Deputy Chief Executive Officer Luis Lugo, Assistant Executive Officers JJ Popowich and Laura Guglielmo, Chief, Information Technology Kathy Delino, Information Security Officer Chaitanya Errande, and Other LACERA Staff.

There was nothing to report.

- B. Conference with Legal Counsel – Anticipated Litigation  
Initiation of Litigation  
(Pursuant to Paragraph (4) of Subdivision (d) of California Government Code Section 54956.9)

Number of Cases: 1  
(Memo dated November 29, 2023)

There was nothing to report.

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

Title: Chief Executive Officer

There was nothing to report.

XVI. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 2:55 p.m. in memory of Allan Cochran, Deputy Walter Flores, and Nicholas Simbolon.

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VIVIAN GRAY, SECRETARY

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SHAWN R. KEHOE, CHAIR





# Recognizing Our Members' Service and Accomplishments

LACERA has over 100,000 active members working in dozens of L.A. County departments, many of whom dedicate their working lives to serving the community. Meet one of our long-serving members, who has recently closed the chapter on a fulfilling career and is enjoying her well-earned retirement.



# Retired Member Gloria D'Orazi

**Traffic Secretary**

**Sheriff's Department, La Crescenta**

**Years of Service: 25**

**Notable Contributions and Service:** Ms. D'Orazi embarked on her journey as a patrol secretary, eventually transitioning into the role of traffic secretary. In this capacity, she meticulously processed parking and traffic reports while also lending her skills to assist with patrol reports.

**Source of Career Pride:** D'Orazi joined the Sheriff's Department in 1998. She marks her proudest accomplishment as achieving her 25-year service milestone, which she celebrated before her retirement in October 2023.

**Retirement Plans:** D'Orazi is excited to embrace a slower pace of life, with plans to catch up on much-needed rest, focus on her health, and spend quality time with her beloved pets—three dogs and two cats. She also looks forward to indulging in her favorite hobbies, sewing, reading, and unwinding with Netflix, relishing in the simple joys of life post-retirement.

**MEMBER SPOTLIGHT**





December 26, 2023

TO: Each Trustee,  
Board of Retirement  
Board of Investments

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

SUBJECT: **CHIEF EXECUTIVE OFFICER'S REPORT – JANUARY 2024**

The following Chief Executive Officer's Report highlights key operational and administrative activities that have taken place during the past month.

### **Strategic Plan (Action Planning)**

The Board of Retirement (BOR) approved Strategic Plan is progressing well as our staff actively initiates Action Planning teams for the outlined strategic objectives. Work plans are currently taking shape with assigned Team Leads leading the efforts. Quarterly updates on strategic planning activities will be provided to the Operations Oversight Committee (OOC) beginning April 2024.

### **Board of Retirement Offsite**

The BOR Offsite will be held at the end of February 2024. Day one of the offsite will focus on LACERA's strategic planning efforts and other educational topics. Day two will focus on the Retiree Healthcare Program and other educational topics. We will be working closely with the BOR leadership to finalize the offsite agenda.

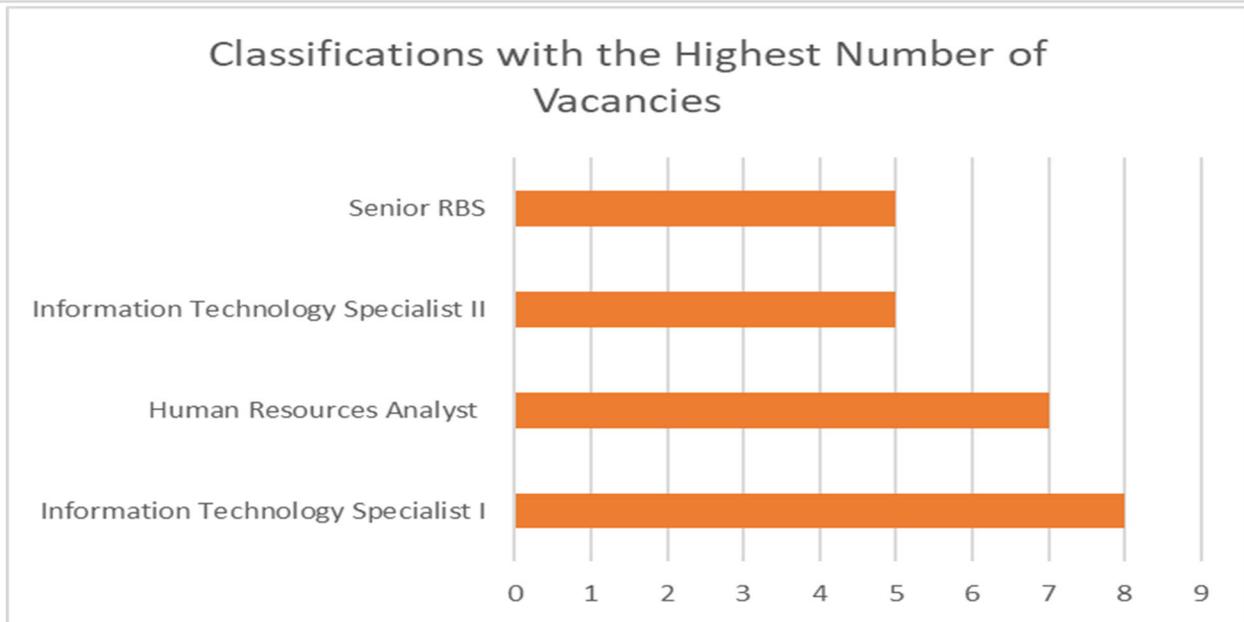
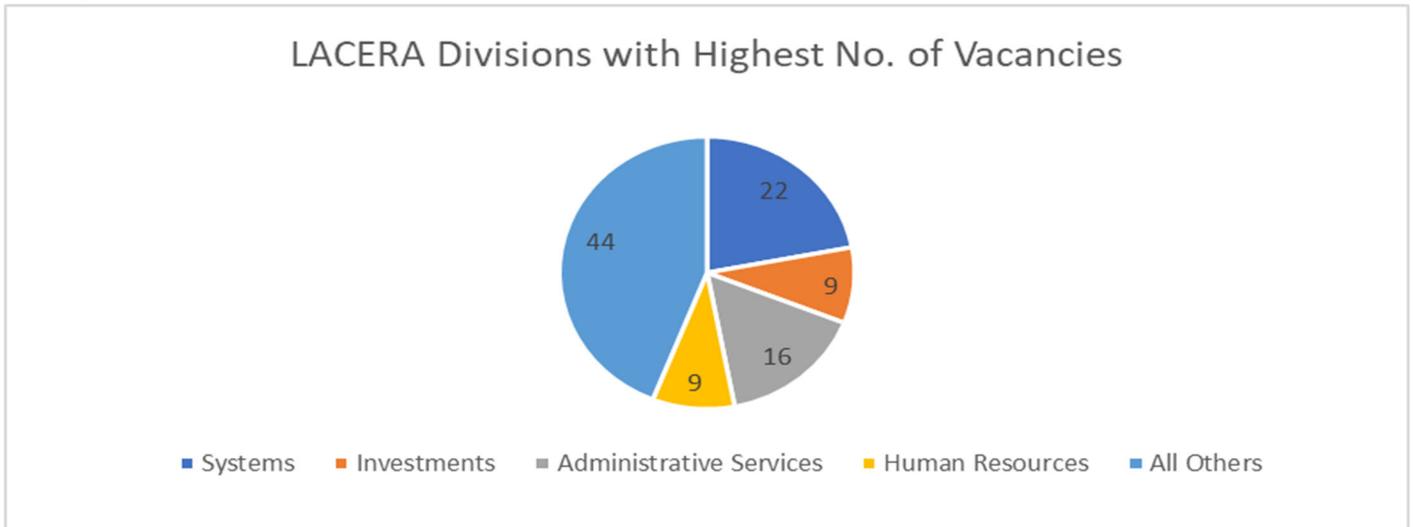
### **Welcome New Trustees**

The Board of Supervisors approved the appointments of Mr. David Ryu and Mr. Wayne Moore to the Board of Retirement (BOR), and Mr. Patrick Jones, and Mr. Michael Gatto to the Board of Investments (BOI). Their terms will be effective January 1, 2024, through December 31, 2026. The BOI appointment to replace Trustee Onyx Jones is expected to be considered by the Board of Supervisors (BOS) on Tuesday, January 9, 2024. We plan to work with the Executive Office of the Board of Supervisors to swear in the newly appointed trustee in time for the BOI meeting to be held the following day. We are pleased to welcome the above-mentioned appointed Trustees, as well as newly elected Trustees, Ms. Nancy Durazo (BOR), Ms. Debbie Martin (BOI), and Ms. Nicole Mi (BOI) to their first Board meeting in January 2024. Trustee Les Robbins and Alternate Trustee JP Harris were also re-elected to serve on the BOR through December 31, 2026.

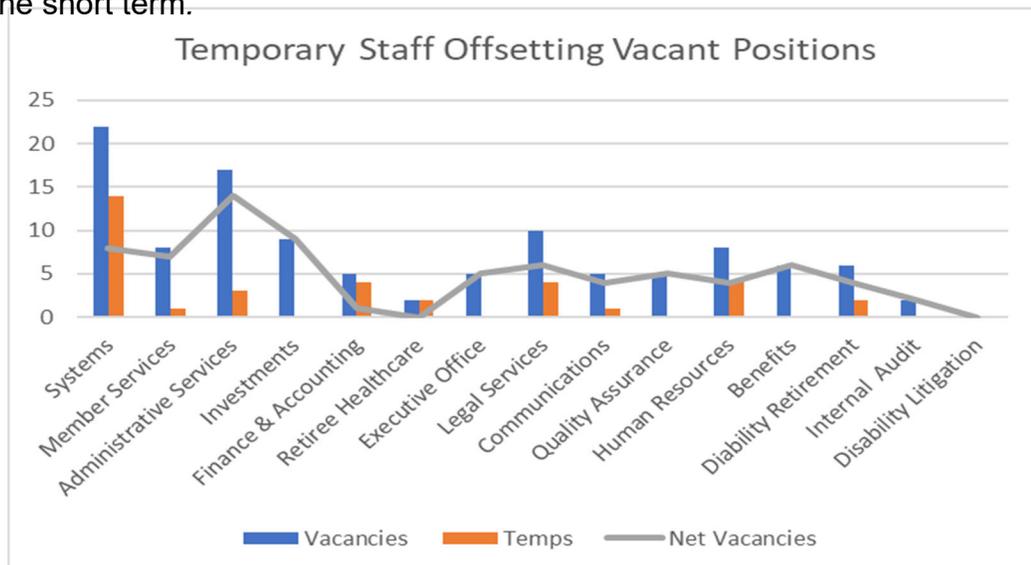
### **Recruitment Updates**

LACERA has 534 budgeted positions, of which 116 are vacant (21% vacancy rate). Additionally, there are 7 over-hired positions (positions that temporary staff members are assigned to but are not permanently budgeted) in the Retirement Benefits Specialist I classification.

The Divisions with the highest number of vacancies, and the classifications with the highest number of vacancies, are shown below.



The chart below highlights temporary hires across divisions to address critical vacancy needs in the short term.



### *External Recruitments*

The Senior Investment Officer (Real Estate) and Finance Analyst III (Corporate Governance) recruitments have been posted with the assistance of EFL Associates.

The recruitment brochures for the following positions in the Legal Office continue to be open. Selection interviews are being held as qualified candidates are identified for all three (3) positions, with job bulletins expected to be opened soon to create eligible lists from which offers may be made:

- Senior Staff Counsel (Investments)
- Staff Counsel (Investments)
- Staff Counsel (Benefits)

### *Internal Recruitments*

The Chief Financial Officer recruitment was opened and closed. It is anticipated that the assessment and selection will be completed in January.

Applications for the Senior Investment Officer (Global Equities) and the Finance Analyst III (Real Estate) remain open and applications continue to be accepted until the needs of the office are filled.

The Retirement Benefits Specialist I – (Temporary) Trainee examination assessments are nearing completion with 137 candidates moving on to the final assessment.

Resumes continue to be accepted for the 14 Intern positions included in the Fiscal Year 2023-24 Adopted Budget. Resumes have been sent to the Divisions for consideration for assignments beginning in the new year, as well as May/June. Interviews are currently being scheduled and conducted by the various Division Managers.

### *In Development*

The recruitments/assessments for the following classification(s) continue to be in development:

- Administrative Services Analyst I, II and III

### *New Lists Promulgated, Hiring and Promotions*

An appointment to the Senior Disability Retirement Specialist is pending.

The Finance Analyst II examination closed, selection interviews are continuing, with a possible offer pending.

Two (2) candidates have been selected for the Senior Human Resources Analyst position with appointments effective January 16, 2024. Three (3) candidates have been selected for the Human Resources Analyst positions. Backgrounds are in process for one candidate. One (1) candidate has been selected for Senior Human Resources Assistant.

The Senior Staff Counsel (Benefits) background has been completed, with an appointment date of January 16, 2024.

### **Reciprocal Membership Over the Years**

At the November 2023 Board of Retirement meeting the Trustees requested an overview of LACERA Membership over the last 10 years. Reciprocity is a process whereby public servants in California can link service across two or more participating government organizations that allows them to preserve their age of entry (important for Legacy members) across multiple systems, use the combined service credit to meet retirement eligibility requirements, and allows them to use the highest final average compensation between the systems to calculate their benefits. The chart below provides an overview of the last ten years.

We generally look at members with reciprocity from two perspectives. Those that establish it as incoming new members (meaning they are joining LACERA after having served in another eligible organization) and those that establish reciprocity after leaving LACERA and going to another eligible organization. Over the last ten years, there has been a slight increase in the number of members who are reciprocal but, generally, reciprocal membership has hovered around 5% of our overall membership.



### **Retiree Healthcare**

#### *2024 Medicare Part B Reimbursement Verification Update*

The 2024 Medicare Part B updates for both LACERA plans and Local 1014 Firefighters were completed December 13, 2023.

Approximately 26,500 subscriber records for members who were eligible and receiving reimbursement for their Part B premium were updated.

The standard reimbursement amounts were updated as follows:

1 party- from \$164.90 to **\$174.70**

2 party- from \$329.80 to **\$349.40**

December 26, 2023

Page 5

Of the 26,500 records updated, 25,261 were LACERA retirees and approximately 1,239 were Local 1014 retirees.

We are pleased to report that the new automated process has resulted in a reduction in the verifications requiring manual intervention, thus greatly improving our ability to timely complete Medicare Part B verifications.

SHK  
CEO report January 2024.doc

Attachments



# CEO DASHBOARD



January 3, 2024

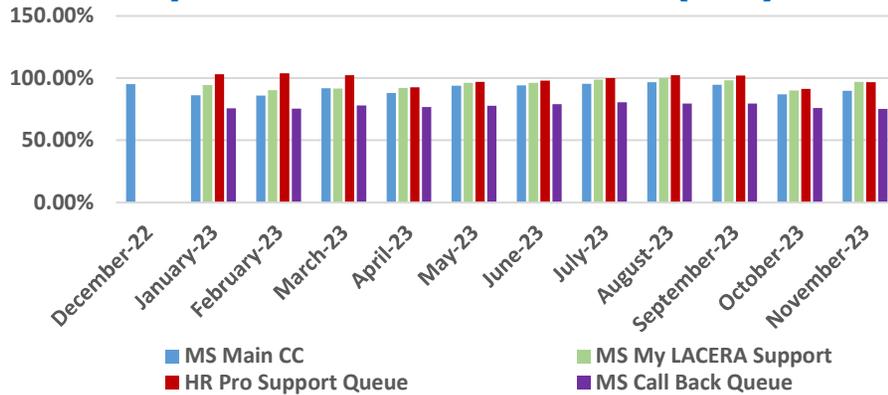


# Striving for Excellence

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: **November 2023**

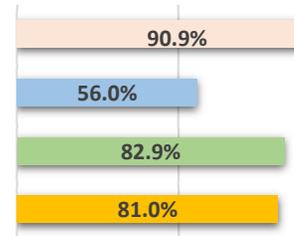
<b>Events / Webinar Attendance</b> Current Mo.: <b>740</b> Year-to-Date: 5,728	<b>Events / Webinar</b> Current Mo.: <b>13</b> Year-to-Date: 106	<b>Webinar Satisfaction</b> <b>0%</b>	<b>Member Service Center Satisfaction</b> <b>92.70%</b>	<b>MS Main Queue Total Calls</b> Current Mo. <b>7,160</b> 3 Month Avg. 7,971				
					Resp. Rate	Change	Resp. Rate	Change
					0%	0%	23.6%	-3.40%

## Member Service Call Center Queue Key Performance Indicators (KPI)

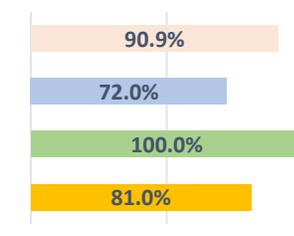


## Key Performance Indicator (Components by Queue)

### MSCC Main Queue



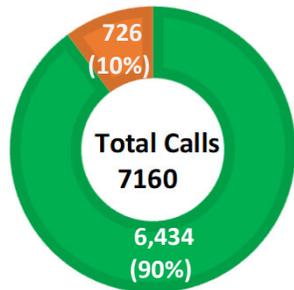
### My LACERA Support Queue



Member Services

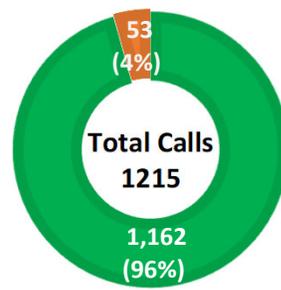
### MSCC MAIN QUEUE

■ Calls Answered ■ Calls Abandoned



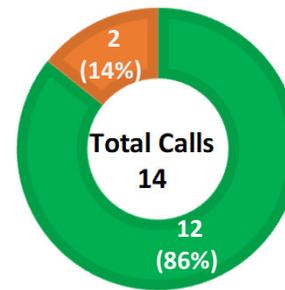
### MY LACERA SUPPORT

■ Calls Answered ■ Calls Abandoned



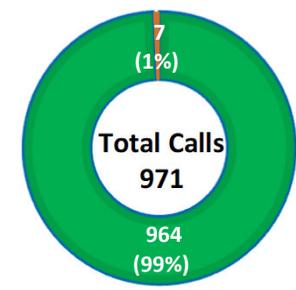
### HR PRO SUPPORT

■ Calls Answered ■ Calls Abandoned



### MS CALL BACK QUEUE

■ Calls Answered ■ Calls Abandoned



Queue KPI:	89.80%	Queue KPI:	96.80%	Queue KPI:	96.60%	Queue KPI:	75.10%
<b>Avg. Speed of Answer</b>	<b>Average Duration</b>						
0:05:03	0:16:25	0:00:54	0:11:53	0:00:32	0:12:25	0:18:35	0:14:27



# Striving for Excellence

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: November 2023

## TOP REASONS MEMBERS CONTACT MEMBER SERVICES

Member Services Call Center

Member Service Center (Outreach)

1. Retirement Counseling

1. Retirement Counseling

2. My LACERA

2. Retiree Healthcare

3. Death

3. Power of Attorney

## Contact Center Email/Secure Message Performance



Emails:

337



Secure Message

766

Est. Response Time (hours)

4:00:00

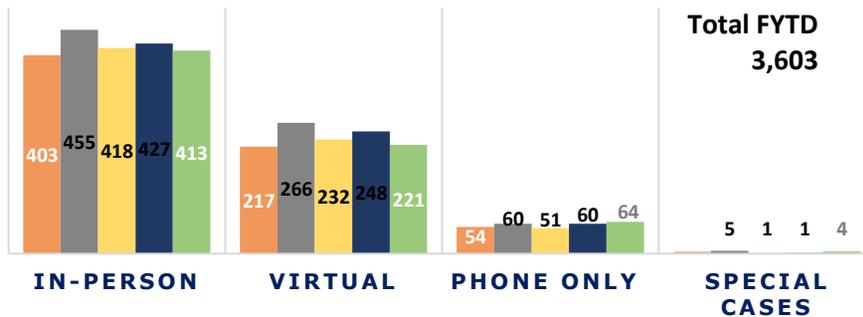
Est. Response Time (hours)

4:00:00

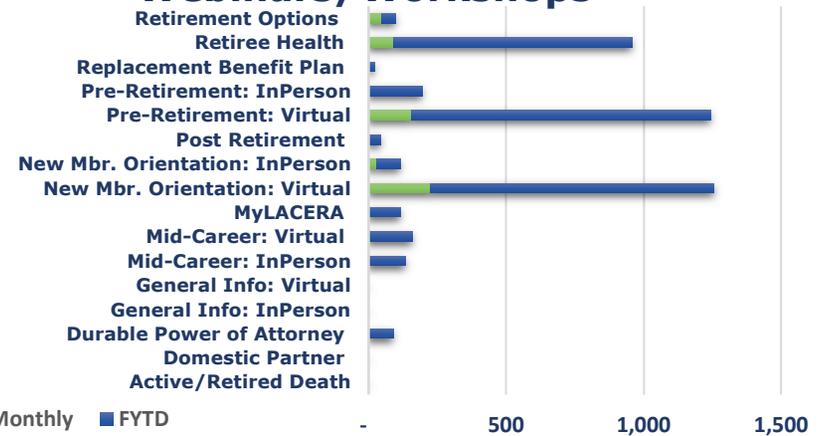
## Member Service Center (Outreach)

### Member Service Center Appointments

July August September October November



### Members Served in Webinars/Workshops



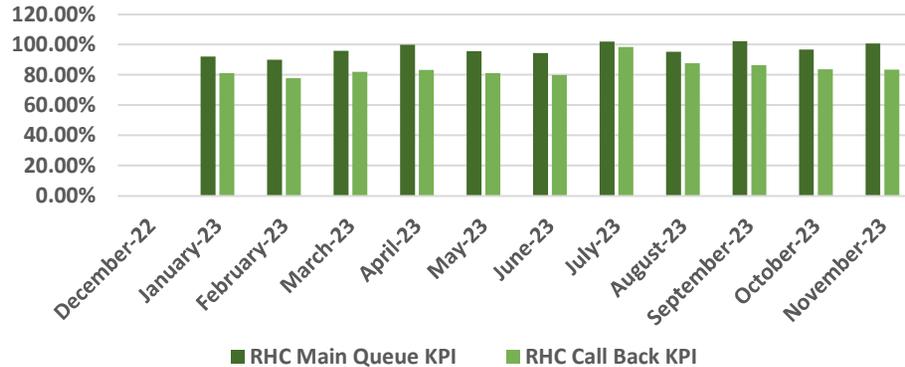
Member Services



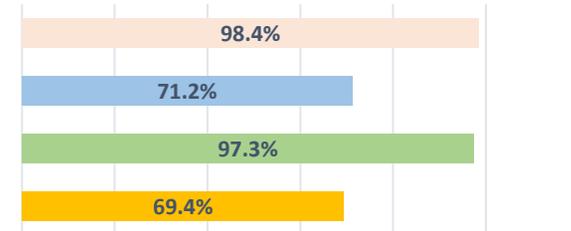
# Striving for Excellence

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: November 2023

## RHC Call Center Queue Key Performance Indicator (KPI)



## Key Performance Indicator (Components by Queue) Main RHC Call Center Queue

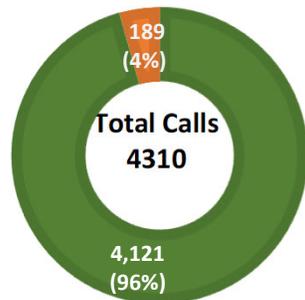


Agent Utilization (Goal:65%)	Grade of Service (Goal: 80% in 60 sec)
After Call Survey (Goal: 90%)	Call Monitoring (Goal: 95%)

Retiree Healthcare

### RHC MAIN QUEUE

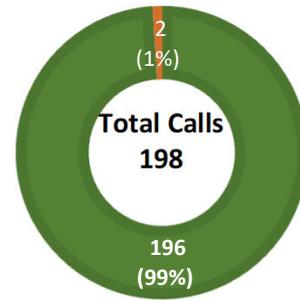
Calls Answered Calls Abandoned



Queue KPI:	100.60%
Avg. Speed of Answer	Average Duration
0:01:52	0:12:11

### RHC CALL BACK QUEUE

Calls Answered Calls Abandoned



Queue KPI:	83.30%
Avg. Speed of Answer	Average Duration
0:03:59	0:07:33

### TOP RHC CALL TOPICS

1. Medical/Dental Enrollments
2. Insurance Benefits
3. General Inquiries

### RHC Email/Secure Message Performance



Emails:

314

Est. Response Time (hours)

72:00:00



Secure Message

404

Est. Response Time (hours)

24:00:00



# Striving for Excellence

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: November 2023

Disability

## Applications

949

60 Received: New Applications  
 307 Received Year-to-Date  
 0 Pending: Applications in Process  
 0 Re-Opened Applications  
 0 Re-Opened Year-to-Date  
 35 To Board - Initial (Presented to BOR)  
 95 To Board - Initial Year-to-Date\*  
 40 Closed (Incomplete/Withdrawn)  
 183 Closed Year-to-Date\*

\*Excludes cases prior to 9/12/23 due to transition to Sol case management system.

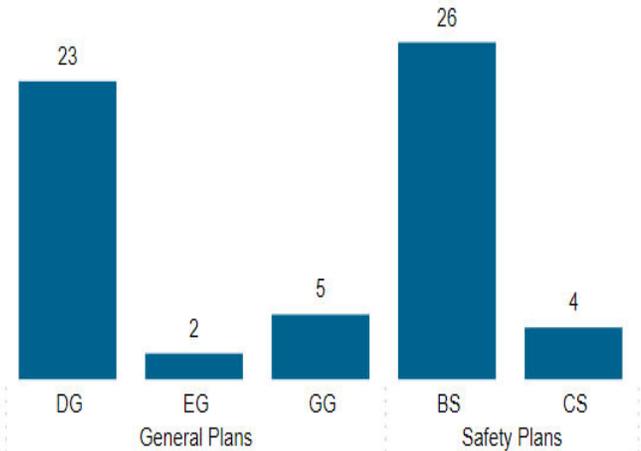
## Appeals

67

1 Received: New Appeals  
 5 Received Year-to-Date  
 0 Pending: Appeals in Process  
 0 Admin Closed  
 4 Admin Closed Year-to-Date  
 0 Referee Recommendations  
 3 Referee Recommendations Year-to-Date  
 0 DLO Recommendations  
 0 DLO Recommendations Year-to-Date

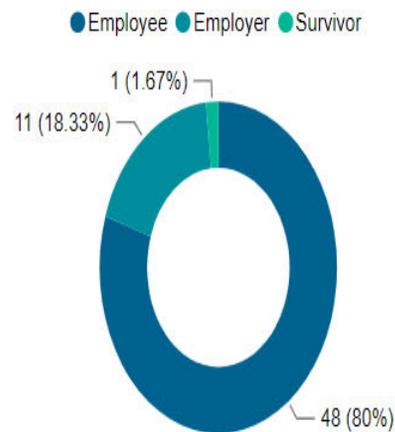
Appeals data was manually reported due to pending changes to Sol reports.

## Applications Filed by Plan

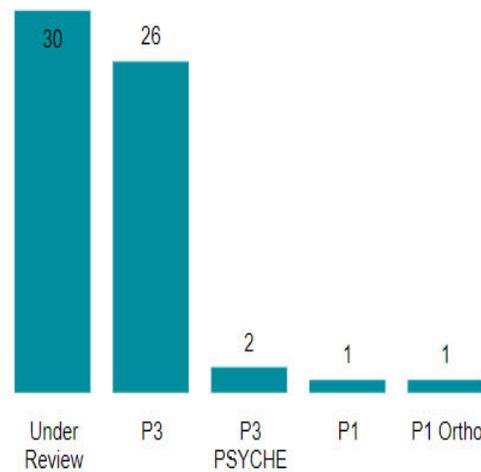


Note: Plan E members are not eligible for a disability retirement allowance

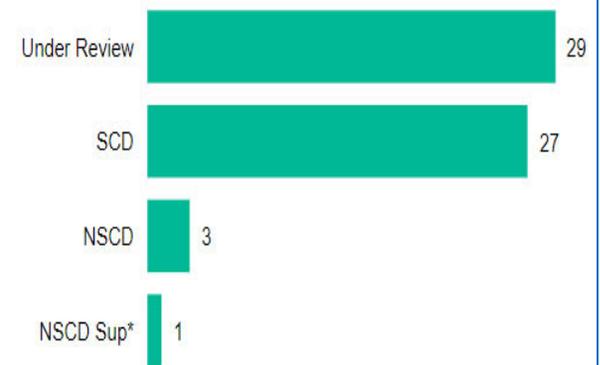
## Applications Filed by Source



## Applications Filed by Priority Level



## Applications Filed by Type



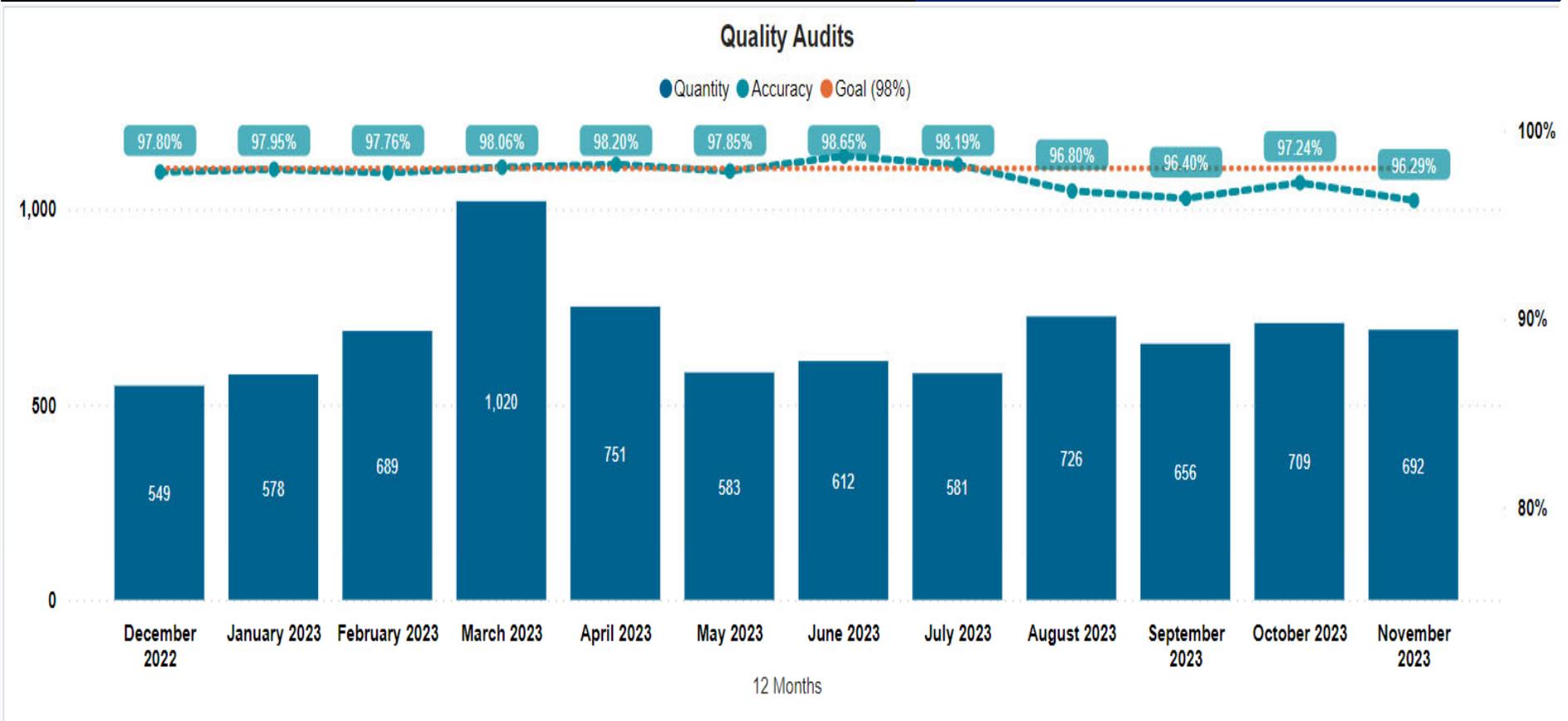
\*Under Review



# Striving for Excellence in Quality

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: November 2023

Quality Assurance



### Monthly Recap

	Samples	Accuracy
<b>November 2023</b>		
Data Entry	120	99.42%
Payment Contract	387	95.88%
Retirement Election	185	95.11%
<b>Total</b>	<b>692</b>	<b>96.29%</b>



# Service On-Line for All

Service Metrics Reported on a Fiscal Year Basis (July 1) Through: **November 2023**

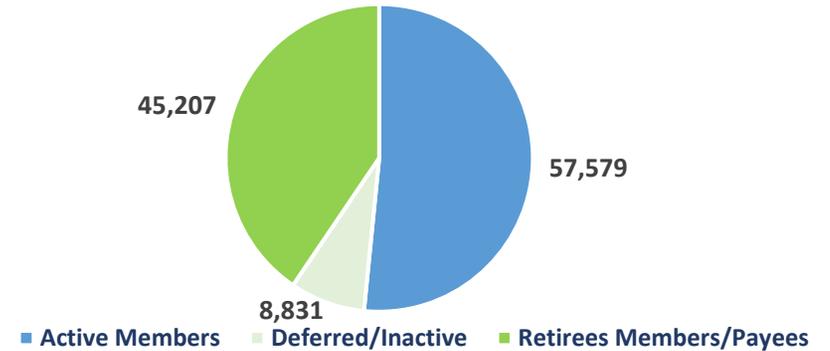
Serving Members Through LACERA.com and MyLACERA

## My LACERA Annual Registration (as of the 15th of the month prior to this report)

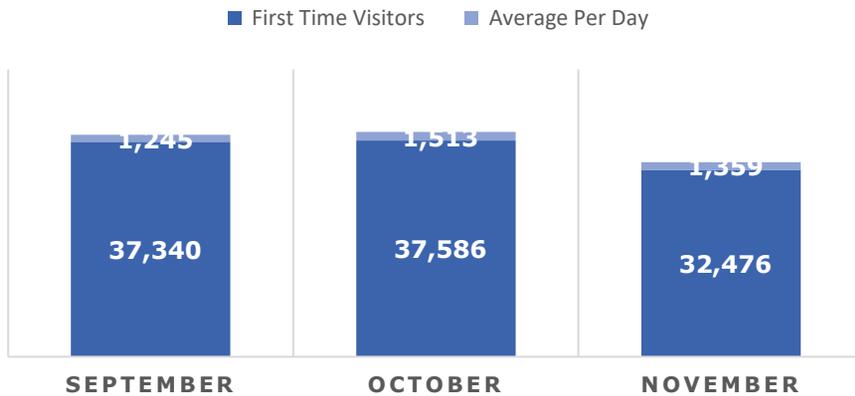


**Registered Members / % Total**    **111,617**    **58%**

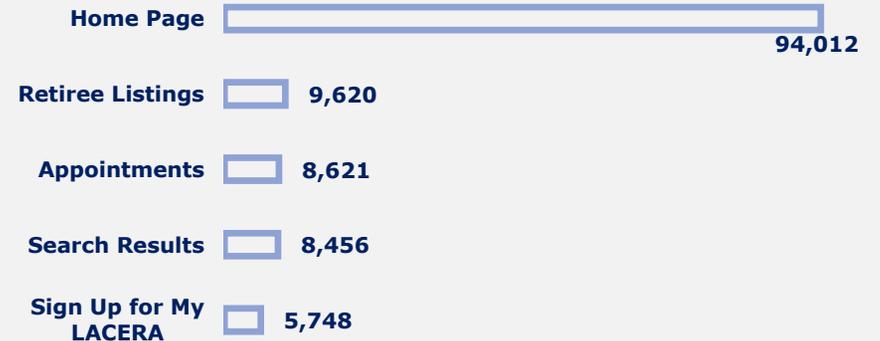
## Total Registrations By Member Type



## LACERA.com User Traffic



## Top Five LACERA.com Page Views



### Busiest Day of the Month:

**Tuesday, 11/28/2023**

### Home Page Tile Views

	Views	% of Change
Forms & Publications	177	-46%
My LACERA	5,748	-35%
Pre-Retirement Workshops	2,572	-44%
Investments	2,205	-32%
Careers	2,674	-42%
Board Meetings	3,671	7%

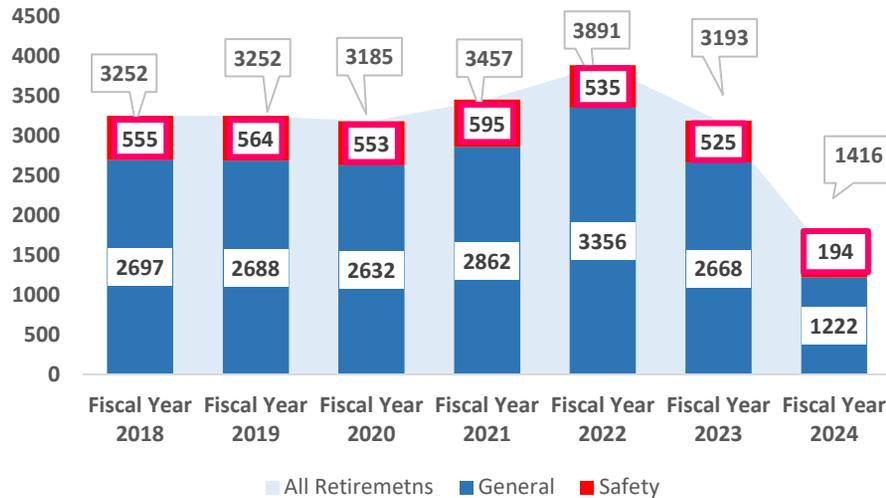


# Member Snapshot

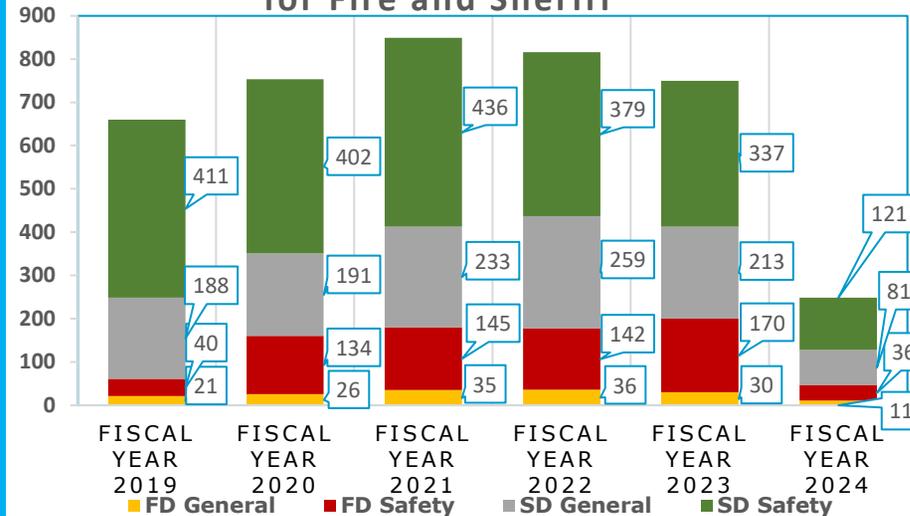
Membership Count as of: December 15, 2023

PLAN	ACTIVE		INACTIVE		RETIRED				Totals by Plan/Type
	Vested	Non-Vested	Vested	Non-Vested	Service	SCD - Disability	NSCD - Disability	Survivors	
<b>General</b> PLAN A	44	-	11	32	11,612	920	154	4,022	16,795
PLAN B	11	-	5	3	562	39	7	75	702
PLAN C	13	-	5	8	357	38	7	66	494
PLAN D	33,237	114	4,482	3,282	19,216	2,026	448	2,051	64,856
PLAN E	12,670	9	2,860	87	15,516	-	-	1,677	32,819
PLAN G	19,820	19,077	1,762	6,951	273	32	7	28	47,950
<b>TOTAL GENERAL</b>	<b>65,795</b>	<b>19,200</b>	<b>9,125</b>	<b>10,363</b>	<b>47,536</b>	<b>3,055</b>	<b>623</b>	<b>7,919</b>	<b>163,616</b>
<b>Safety</b> PLAN A	-	-	2	2	1,799	2,365	25	1,641	5,834
PLAN B	7,330	74	566	228	3,306	4,689	55	431	16,679
PLAN C	2,758	2,454	139	541	11	18	-	3	5,924
<b>TOTAL SAFETY</b>	<b>10,088</b>	<b>2,528</b>	<b>707</b>	<b>771</b>	<b>5,116</b>	<b>7,072</b>	<b>80</b>	<b>2,075</b>	<b>28,437</b>
<b>TOTAL ALL TYPES</b>	<b>75,883</b>	<b>21,728</b>	<b>9,832</b>	<b>11,134</b>	<b>52,652</b>	<b>10,127</b>	<b>703</b>	<b>9,994</b>	<b>192,053</b>

Total Retirements Compared by Type



General vs. Safety Retirements for Fire and Sheriff





# Member Snapshot

## Average Monthly Benefit Allowance Distribution 12/28/2023

	General	Safety	Total	%
\$0 to \$3,999	30,033	1,332	31,365	49.5%
\$4,000 to \$7,999	14,828	3,415	18,243	28.8%
\$8,000 to \$11,999	4,380	4,281	8,661	13.7%
\$12,000 to \$15,999	1,255	2,454	3,709	5.9%
\$16,000 to \$19,999	428	553	981	1.5%
\$20,000 to \$23,999	127	154	281	0.4%
\$24,000 to \$27,999	35	52	87	0.1%
> \$28,000	32	8	40	0.1%
<b>Totals</b>	<b>51,118</b>	<b>12,249</b>	<b>63,367</b>	<b>100%</b>

## Average Monthly Benefit Amount:

\$ **4,882.00**

### Healthcare Program

(Mo. Ending:11/30/2023)

	Employer	Member
Medical	\$266.5	\$18.8
Dental	\$20.7	\$1.9
Part B	\$38.7	\$0.0
<b>Total</b>	<b>\$325.9</b>	<b>\$20.7</b>

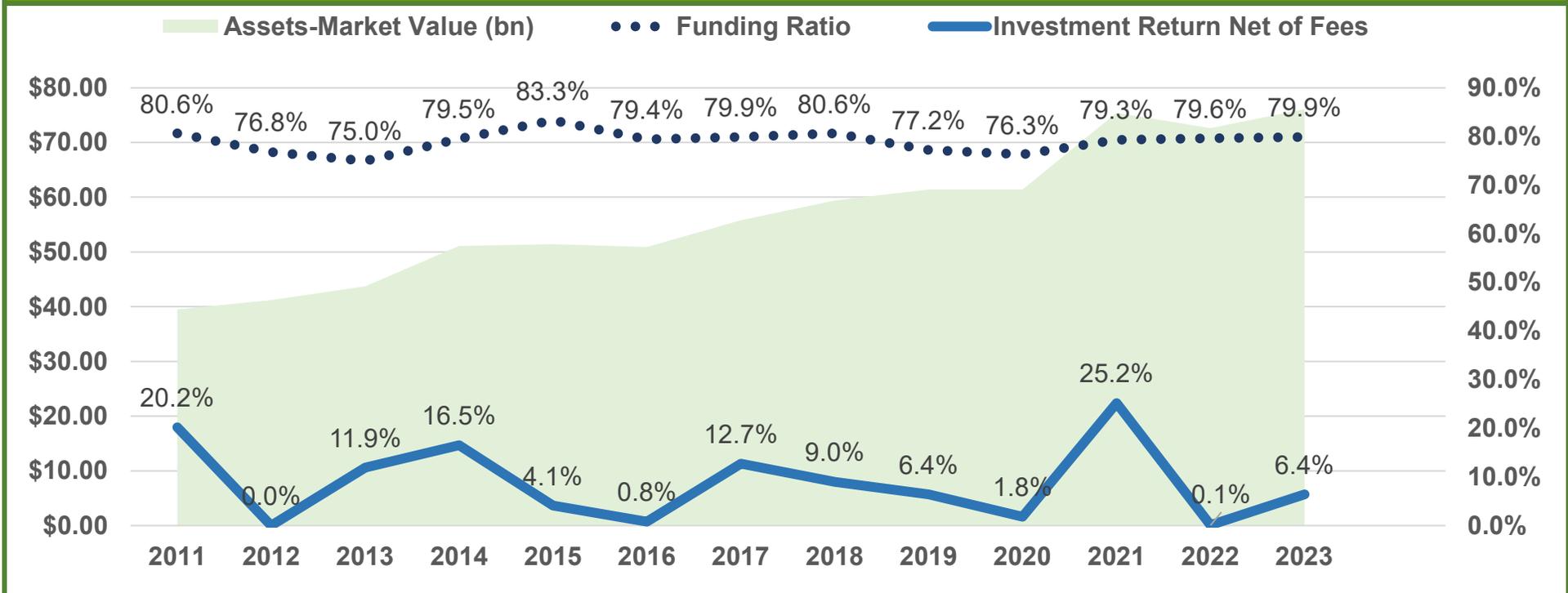
### Health Care Enrollments

(Mo. Ending:11/30/2023)

Medical	55,592
Dental	57,554
Part B	38,361
LTC	476
<b>Total</b>	<b>151,983</b>

## KEY FINANCIAL METRICS

Fiscal Year End Financial Update (as of 06/30/2023)





# Key Financial Metrics

## LACERA

The Los Angeles County Employees Retirement Association  
Pension Dollar



**10¢**  
Employee  
Contributions

**69¢**  
LACERA  
Investment Earnings

**21¢**  
Employer (County)  
Contributions

### FUNDING METRICS (as of 6/30/23)

Employer NC	11.01%
UAAL	14.87%
Assumed Rate	7.00%
Star Reserve	\$612m
Total Assets	\$73.9b

### Contributions (as of 6/30/23)

	Employer	Member
Annual Add	\$2.3b	\$793.2m
% of Payroll	25.88%	8.37%

### Investment Returns (as of 6/30/23)

(Net of Fees)

<b>5 YR:</b>	7.6%	<b>10 YR:</b>	8.1%
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### Retired Members Payroll (As of 11/30/2023)

Monthly Payroll	\$372.56m
Payroll YTD	\$1.9b
New Retired Payees Added	328
Seamless %	97.87%
New Seamless Payees Added	1,570
Seamless YTD	97.01%
By Check %	2.00%
By Direct Deposit %	98.00%

### RETIREE PAYROLL BY YEAR





**QUIET PERIOD LIST FOR  
TRUSTEES AND STAFF**

Last Update 12/26/2023

**ADMINISTRATIVE/OPERATIONS**

<b>Solicitation Name</b>	<b>Issuing Division</b>	<b>Public Release Date</b>	<b>Solicitation Stage*</b>	<b>Bid Respondents*</b>
<b>RFP: Audit Committee Consultant</b>	Internal Audit	9/06/2023	Contract Development	<ul style="list-style-type: none"><li>• Audit and Risk Management Services</li><li>•</li></ul>
<b>RFP: Policy Management Solution</b>	Executive Office	2/3/2023	Soliciting Process	<ul style="list-style-type: none"><li>• Compass 365</li><li>• AuditBoard</li><li>• LogicGate</li><li>• Workiva (Wdesk)</li></ul>
<b>RFB: Classification and Compensation Study Services</b>	Human Resources	8/24/2023	Contract Development	<ul style="list-style-type: none"><li>• CBIZ</li><li>• CPS-HR</li><li>• McLagan</li><li>• Global Governance Advisors</li></ul>

\*Subject to change



**QUIET PERIOD LIST FOR  
TRUSTEES AND STAFF**

Last Update 12/26/2023

**INVESTMENTS**

<b>Solicitation Name</b>	<b>Public Release Date</b>	<b>Solicitation Stage*</b>	<b>Bid Respondents *</b>
<b>RFP: Real Assets Emerging Manager Program Discretionary Separate Account Manager</b>	1/30/2023	Vendor Selection	<ul style="list-style-type: none"><li>• ACRES Capital</li><li>• Aether Investment Partners</li><li>• ORG Portfolio Management</li><li>• Barings</li><li>• Belay Investment Group</li><li>• Encore Enterprises, Inc.</li><li>• Stable</li><li>• Cambridge Associates</li><li>• GCM Grosvenor</li><li>• The Townsend Group</li><li>• Cypress Creek Partners</li><li>• Hamilton Lane Advisors</li><li>• Neuberger Berman Group</li><li>• Wafra Inc.</li><li>• Artemis Real Estate Partners</li><li>• Hawkeye Partners, LP</li><li>• BlackRock</li><li>• Astarte Capital Partners</li><li>• Bentall Green Oak</li><li>• Clear Sky Advisers</li><li>• Clear Investment Group</li><li>• Poverni Sheikh Group</li><li>• Trilogy</li><li>• Stepstone</li><li>• Oak Street</li><li>• White Deer</li></ul>

\*Subject to change

Date	Conference
<b>January, 2024</b>	
21-22	NCPERS (National Conference on Public Employee Retirement Systems) Pension Communications Summit Washington D.C.
22-24	NCPERS (National Conference on Public Employee Retirement Systems) Legislative Conference Washington D.C.
29-31	IFEBP (International Foundation of Employment Benefit Plans) Health Benefits Conference & Expo Clearwater, FL
<b>February, 2024</b>	
15	CALAPRS (California Association of Public Retirement Systems) Round Table – Benefits Virtual
<b>March, 2024</b>	
2-5	CALAPRS (California Association of Public Retirement Systems) General Assembly 2024 Rancho Mirage, CA
4-6	Council of Institutional Investors (CII) Spring Conference Washington D.C.
6-7	IFEBP (International Foundation of Employment Benefit Plans) Investments Institute Rancho Mirage, CA
6-8	Pacific Pension Institute (PPI) Winter Roundtable Napa, CA
12-14	AHIP (America’s Health Insurance Plans) Medicare, Medicaid, Duals and Commercial Markets Forum Baltimore, MD
18-21	2024 Infrastructure Investor Global Summit Berlin, Germany
21-22	PREA (Pension Real Estate Association) Spring Conference Nashville, TN
27-29	CALAPRS (California Association of Public Retirement Systems) Advanced Principles of Pension Governance for Trustees at UCLA Los Angeles, CA
<b>April, 2024</b>	
4-5	IFEBP (International Foundation of Employment Benefit Plans) Health Care Mgmt. Conference Rancho Mirage, CA

Date	Conference
<b>April, 2024</b> 15-19	Investment Strategies & Portfolio Management Wharton School, University of Pennsylvania
<b>May, 2024</b>	
3	CALAPRS (California Association of Public Retirement Systems) Round Table – Trustees Virtual
6-7	IFEBP (International Foundation of Employment Benefit Plans) Washington Legislative Update Washington D.C.
7-10	SACRS Spring Conference Santa Barbara, CA
18-19	NCPERS (National Conference on Public Employee Retirement Systems) Trustee Educational Seminar (TEDS) Seattle, WA
18-19	NCPERS (National Conference on Public Employee Retirement Systems) Accredited Fiduciary (NAF) Program Seattle, WA
19-22	NCPERS (National Conference on Public Employee Retirement Systems) Annual Conference & Exhibition (ACE) Seattle, WA
29-30	thINc360 – The Healthcare Innovation Congress (formerly World Healthcare Congress) Washington D.C.
<b>June, 2024</b>	
10-12	National Association of Securities Professionals (NASP) Annual Financial Services Conference Atlanta, GA
11-13	AHIP (America’s Health Insurance Plans) 2024 Las Vegas, NV
17-19	NCPERS (National Conference on Public Employee Retirement Systems) Chief Officers Summit Nashville, TN
21	CALAPRS (California Association of Public Retirement Systems) Round Table – Benefits Northern California - TBD
<b>July, 2024</b>	
10-12	Pacific Pension Institute (PPI) Summer Roundtable Amsterdam, Netherlands

Date	Conference
<b>July, 2024</b>	
15-17	ICGN 2024 Annual Conference London, England
<b>August, 2024</b>	
18-20	NCPERS (National Conference on Public Employee Retirement Systems) Public Pension Funding Forum Boston, MA
<b>September, 2024</b>	
9-11	Council of Institutional Investors (CII) Fall Conference Brooklyn, NY
24-26	NCPERS (National Conference on Public Employee Retirement Systems) Public Pension HR Summit Denver, CO
<b>October, 2024</b>	
6-9	National Association of Corporate Directors (NACD) Directors Summit 2024 Gaylord National Harbor, Washington D.C.
11	CALAPRS (California Association of Public Retirement Systems) Round Table – Trustees Northern California - TBD
14-18	Investment Strategies & Portfolio Management Wharton School, University of Pennsylvania
23-25	PPI Asia Pacific Roundtable Hong Kong
23-25	PREA (Pension Real Estate Association) Annual Institutional Investor Conference Washington D.C.
23-25	Pacific Pension Institute (PPI) Asia Pacific Roundtable Hong Kong
26-27	NCPERS (National Conference on Public Employee Retirement Systems) Program for Advanced Trustee Studies (PATS) Palm Springs, CA
26-27	NCPERS (National Conference on Public Employee Retirement Systems) Accredited Fiduciary (NAF) Program Palm Springs, CA
27-30	NCPERS (National Conference on Public Employee Retirement Systems) Public Safety Conference Palm Springs, CA

Date	Conference
<b>November, 2024</b>	
10-13	IFEBP (International Foundation of Employment Benefit Plans) Annual Employee Benefits Conference San Diego, CA
12-14	Institutional Limited Partners Association (ILPA) General Partner Summit New York, NY
12-15	SACRS Fall Conference Monterey, CA
<b>December, 2024</b>	
6	CALAPRS (California Association of Public Retirement Systems) Round Table – Benefits Virtual

December 20, 2023

TO: Each Trustee  
Board of Retirement

FROM: Insurance, Benefits and Legislative Committee  
Les Robbins, Chair  
Vivian H. Gray, Vice Chair  
Shawn R. Kehoe  
Ronald A. Okum  
JP Harris, Alternate

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: **H.R. 957—Public Safety Retirees Healthcare Protection Act of 2023**

*Author: Spanberger [D-VA]  
Sponsor: Author and 12 co-sponsors  
Introduced: February 9, 2023  
Status: Referred to House Committee on Ways and Means  
(02/09/2023)*

*IBLC Recommendation: Watch (12/06/2023)  
Staff Recommendation: Watch*

## **RECOMMENDATION**

That the Board of Retirement adopt a “Watch” position on H.R. 957, which would enact the “Public Safety Retirees Healthcare Protection Act of 2023.”

## **LEGISLATIVE POLICY STANDARD**

Although H.R. 957 amends the Internal Revenue Code, the amendment affects individual taxpayers rather than LACERA as a qualified plan. It is not consistent with any of the Board of Retirement’s (BOR) legislative policy standards that would entail support or opposition. A “Watch” position indicates that although the proposal is not based on a law that covers LACERA, the proposal may be of interest or concern to the BOR and its stakeholders and that the BOR in the future may take a substantive position on the matter (Legislative Policy, page 9).

## **SUMMARY**

Eligible retired public safety officers may exclude up to \$3,000 from their gross income for the payment of qualified health insurance premiums from their governmental retirement plan distributions. H.R. 957 would increase the maximum excludable amount to \$6,000.

## **ANALYSIS**

### Existing Law

The Pension Protection Act of 2006 (PPA, Public Law No. 109-280) provides that eligible retired public safety officers may exclude up to \$3,000 per year from gross income for health and long-term care premiums deducted from taxable governmental retirement plan distributions.

Previously, the PPA required that premiums be paid directly to insurance carriers by a governmental plan. However, in 2022 the SECURE 2.0 Act (Public Law No. 117-328) repealed the direct payment requirement of plan premiums.

The PPA defines a “Public Safety Officer” (PSO) as “an individual serving a public agency in an official capacity, with or without compensation, as a law enforcement officer, as a firefighter, as a chaplain, or as a member of a rescue squad or ambulance crew.” Eligible retired PSO’s are those PSO members who retired for disability or who retired for service after attaining normal retirement age.

### This Bill

H.R. 957 would increase the maximum amount excludable from gross income from \$3,000 to \$6,000 per year.

### Operations Background

At the beginning of each year, LACERA mails an informational packet to retired members who are public safety officers to inform them of the tax exclusion benefit. If the members believe they meet the requirements for the benefit, they may make an election on a LACERA-provided affidavit, and LACERA will exclude an amount equal to the premiums paid from the reporting of their gross income up to a maximum of \$3,000 per year.

Now that the direct payment requirement has been repealed, retired public safety officers may also exclude premiums paid for qualified health care premiums that are not deducted from their retirement allowance. The repeal of this requirement and the increase of the maximum excludable amount to \$6,000 per year may provide a larger tax exclusion for some members.

**IT IS THEREFORE RECOMMENDED THAT THE BOARD** adopt a “Watch” position on H.R. 957, which would enact the “Public Safety Retirees Healthcare Protection Act of 2023.”

## **Attachments**

H.R. 957  
Board of Retirement  
December 20, 2023  
Page 3

Attachment 1—Board Positions Adopted on Related Legislation  
Attachment 2—Support and Opposition  
H.R. 957 (Spanberger) as introduced on February 9, 2023

cc: Santos H. Kreimann  
Luis Lugo  
JJ Popowich  
Laura Guglielmo  
Steven P. Rice  
Anthony Roda, Williams & Jensen

**BOARD POSITIONS ADOPTED ON RELATED LEGISLATION**

H.R. 6436 (2020, held in committee) would have eliminated the requirement that in order for plan distributions to be excludible from gross income, payment of qualified healthcare premiums must be made directly to plan providers from the retired member's retirement allowance. The Board of Retirement adopted a "Support" position. This repeal of the direct payment requirement was later included in the enactment of H.R. 2617 (2022, P.L. 117-328).

H.R. 957  
Attachment 2—Support and Opposition  
Board of Retirement  
November 20, 2023  
Page 1

**SUPPORT**

International Association of Fire Fighters (IAFF)  
National Fraternal Order of Police (FOP)  
National Association of Police Organizations (NAPO)  
National Trooper Coalition (NTC)

**OPPOSITION**

Unknown

118TH CONGRESS  
1ST SESSION

# H. R. 957

To amend the Internal Revenue Code of 1986 to increase the amount excluded from gross income by reason of distributions from governmental retirement plans for health and long-term care insurance for public safety officers.

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## IN THE HOUSE OF REPRESENTATIVES

FEBRUARY 9, 2023

Ms. SPANBERGER (for herself, Mr. FITZPATRICK, Mr. KILDEE, and Mr. BACON) introduced the following bill; which was referred to the Committee on Ways and Means

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## A BILL

To amend the Internal Revenue Code of 1986 to increase the amount excluded from gross income by reason of distributions from governmental retirement plans for health and long-term care insurance for public safety officers.

1 *Be it enacted by the Senate and House of Representa-*  
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Public Safety Retirees  
5 Healthcare Protection Act of 2023”.

1 **SEC. 2. INCREASE IN AMOUNT EXCLUDED FROM GROSS IN-**  
2 **COME BY REASON OF DISTRIBUTIONS FROM**  
3 **GOVERNMENTAL RETIREMENT PLANS FOR**  
4 **HEALTH AND LONG-TERM CARE INSURANCE**  
5 **FOR PUBLIC SAFETY OFFICERS.**

6 (a) **IN GENERAL.**—Section 402(1)(2) of the Internal  
7 Revenue Code of 1986 is amended by striking “\$3,000”  
8 and inserting “\$6,000”.

9 (b) **EFFECTIVE DATE.**—The amendment made by  
10 paragraph (1) shall apply to distributions in taxable years  
11 beginning after December 31, 2023.

○

December 21, 2023

TO: Each Member,  
Board of Retirement

FROM: Each Member,  
Operations Oversight Committee

JJ Popowich,   
Assistant Executive Officer

Michael D. Herrera,   
Senior Staff Counsel

FOR: Board of Retirement Meeting of January 3, 2024

**SUBJECT: Proposed Changes to Board of Retirement Policy for Recovery of Member Overpayments and Underpayments**

**RECOMMENDATION: IT IS RECOMMENDED THAT THE BOARD OF RETIREMENT** approve and adopt the changes to its Policy for Recovery of Member Overpayments and Underpayments as discussed in this memo and set forth in Exhibit B.

## **I. LEGAL AUTHORITY**

The Board of Retirement (“Board”) has plenary authority and fiduciary responsibility over administration of the retirement system, which includes the duty to provide benefits, minimize employer contributions, and defray reasonable expenses of administering the system. See Cal. Govt. Code Section 31595.

## **II. EXECUTIVE SUMMARY**

In 2015 the Board adopted changes to its longstanding Policy for Collection of Overpayments. The changes approved by the Board in 2015 increased threshold limits, incorporated periods of limitation applicable to actions to recover erroneous payments as set forth in the CERL,<sup>1</sup> and detailed procedures for adjusting member/payee benefits and/or contributions going forward as a means of recovery – i.e., offsets. Significantly, the Policy was changed to include recovery of both overpaid member benefits *and* underpaid member contributions. Accordingly, the Policy is now titled “Policy for Recovery of Member Overpayments and Underpayments.” A copy is attached hereto as Exhibit A.

Staff is now recommending changes to the Policy, including an increase to the Policy threshold limits, changes to the collection and definition of appropriate interest, the addition of various defined terms, and the addition of certain provisions required under LACERA’s new Policy on Policies, Procedures, and Charters (PCC). Pursuant to the PCC, the proposed new Policy was reviewed and approved by the Policy Committee following two separate readings. The Operations Oversight Committee considered and approved it at last month’s meeting. A clean version with the proposed changes is attached as Exhibit B. A discussion of the proposed changes and rationale for them are as follows:

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<sup>1</sup> The County Employees Retirement Law of 1937, set forth at Cal. Govt. Code § 31450 et seq.

### III. DISCUSSION

As a public pension plan, LACERA is in a fiduciary relationship with its members. See Hittle v. Santa Barbara County Employees Retirement Association, 9 Cal.3d 374, 392 (1985). As a fiduciary, its duties are manifested in a number of ways and include the duty to protect the fund from unauthorized distributions, correct errors when they are discovered, and to recover monies owing to the fund. Courts have addressed these duties over the years.

As early as 1944, for example, the court in Aebli v. Board of Education, 62 Cal.App.2d 706, stated that money paid out by mistake by a government agency (whether by mistake of fact or mistake of law) can be recovered in many instances. The court went on to say that "[t]he reason for this and the theory underlying it, is that the funds paid out are public funds, trust funds, and not the property of an individual who can deal with them as he pleases."<sup>2</sup> Years later the United States Department of Labor in Advisory Opinion #77-8, (April 4, 1977), considered the fiduciary duty of an ERISA plan to recover overpayments. That opinion concluded that a fiduciary must attempt to recover erroneous payments from a plan.

However, the Department also recognized that "depending on the facts and circumstances involved, ...the cost to the Fund of collection efforts may be such that it would be prudent, within the meaning of section 404(a)(1)(B), for the Fund not to seek recovery from the participant or beneficiary of an overpayment made to him."<sup>3</sup> Rather, LACERA must balance its duty to safeguard fund assets with its obligation to defray "reasonable expenses of administering the system." Cal. Const., Article XVI, § 17; Govt. Code § 31595.

As fiduciaries, the Board should therefore consider the total cost to LACERA in deciding whether and how to pursue Overpayments, Underpayments and interest. Courts have consistently recognized a retirement system's discretion in deciding whether to pursue them. See, e.g., City of Oakland v. Oakland Police & Fire Retirement System, 224 Cal.App.4th 210, 244-45 (2014) ("we believe that the Board has discretion to decide whether, how and to what extent any overpayments made to PFRS retirees should be repayable to PFRS"); In re Retirement Cases, 110 Cal.App.4th 426 (2003) (holding that while retirement board has power to collect arrears contributions to help defray the cost of unanticipated benefits owed to retirees, it could not be mandated to do so); Barrett v. Stanislaus County Employees Retirement Assn., *supra*, 189 Cal.App.3d at 1613-1614 ("When a statute imposes upon an administrative body discretion to act under certain circumstances, mandate will not lie to compel the exercise of such discretion in a particular manner.").

The Board of Retirement should therefore continue to pursue a cause of action to recover monies owed to the system unless, in the exercise of sound judgment: (1) the cost to pursue the claim would exceed the amount that reasonably could be recovered, or; (2) the defendant

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<sup>2</sup> See also Barrett v. Stanislaus County Employees Retirement Assn., 189 Cal.App.3d 1593 (1987) ("... any money paid by a governmental agency without authority of law may be recovered"). Accord County of Marin, Association of Firefighters v. Marin County Employees Retirement Association, 30 Cal. App. 4th 1638, 1648-1654 (1994); Medina v. Board of Retirement of Los Angeles County Employees Retirement Association, 112 Cal. App. 4th 864 (2003).

<sup>3</sup> Section 404(a)(1)(B) of ERISA provides that a fiduciary shall discharge their duties with respect to a plan solely in the interest of the participants, with the care, skill, prudence, and diligence under circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. This is essentially the same standard that applies to LACERA and its trustees.

in an action to recover the overpayment could assert a legally recognized affirmative defense and it is likely judgment would be entered in favor of the defendant.

## 1. Thresholds And Recoverable Amounts

**A. Proposed New Threshold Limits.** Consistent with its statutory and fiduciary duties, the Board adopted threshold limits for the recovery of Overpayments and Underpayment when it last revised the Policy in 2015. (See Exhibit A.) Staff recommends keeping the current process and efforts to be undertaken by staff for each tier, but increasing the threshold amounts as follows:

1. Increase the current \$100 minimum threshold for Total Recoverable Principal amounts to **\$750**.
2. Increase the current second tier range of \$100 to \$1,000 to Total Recoverable Principal amounts between **\$750 and \$5,000**.
3. Increase the current third tier range of \$1,001 to \$10,000 to Total Recoverable Principal amounts between **\$5,001 and \$20,000**.
4. Increase the current fourth tier range of over \$10,000 to Total Recoverable Principal amounts over **\$20,000**.

(See Section E of Exhibit B.)

The proposed increases to all tiers are intended to bring threshold limits into alignment with estimated current fund costs associated with pursuing and collecting amounts owing to the fund since the Policy was last revised. This includes the expenditure of staff time and fund resources. Specifically, staff has adopted rigorous procedures that involve several employees in three separate divisions spending several hours identifying, searching and following on up each case. When coupled with the time and cost spent by staff, the additional time and cost to LACERA of pursuing recovery through formal civil litigation could easily exceed over \$700. This amount increases to over \$10,000 and \$15,000 if the matter is pursued through a 2<sup>nd</sup> and 3<sup>rd</sup> level administrative appeal, respectively. (See charts attached as Exhibit C detailing the approximate cost to LACERA of processing a collection case from discovery of the error through an appeal to the Board of Retirement based on the amount of time spent by staff and their average hourly rate of pay.)

The correction procedures set forth by the Internal Revenue Service support the above approach. Specifically, the IRS recognizes and allows for less than full recovery from the member or beneficiary. See, e.g., Rev. Proc. 2013-12, § 6.02(5) (“Although the mere fact that correction is inconvenient or burdensome is not enough to relieve a Plan Sponsor of the need to make full correction, full correction may not be required in certain situations if it is unreasonable or not feasible.”).<sup>4</sup>

Considering the foregoing, the proposed new threshold limits appropriately balance the Board’s duty to safeguard fund assets with its duty to make every reasonable effort to recover member Overpayments, Underpayments and interest thereon.

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<sup>4</sup> In such cases, and in the absence of a third party from whom the erroneous payments can be recovered, “an appropriate correction method may include” recovering the debt from the plan sponsor. Rev. Proc. 2015-27 § 3.02(3). LACERA already does this by assigning uncollectible overpayments and underpayments to the unfunded accrued actuarial liability (UAAL), which is ultimately the responsibility of the plan sponsors. See Govt. Code § 31454.

**B. “Total Recoverable Principal Amount.”**

Also, in the new proposed Section E, staff recommends revising the language in the Policy from “principal amount” to “total recoverable principal amount.” Focusing on the principal amount is appropriate and provides ease of calculation and threshold classification. But staff experience is that focusing on total principal alone does not take into consideration the *net* amount that may actually be at issue after considering things like the applicable period of limitation set forth in the CERL (see Govt. Code Section 31540), or instances where a member/payee agrees to repay most, but not all, of an Overpayment or Underpayment.

Staff therefore proposes the following:

“Total Recoverable Principal” is the lesser of the amount calculated by the CEO as:  
(1) recoverable after applying applicable period(s) of limitation, including, but not limited to, those listed in Section F of this Policy, or  
(2) the actual amount in dispute.”

Adopting the proposed revised threshold amounts and revised definition of “total recoverable principal” will help to achieve greater accuracy and reduce the risk that LACERA will spend more than a claim is worth.

**2. Interest.**

**A. Collection and Definition of Appropriate Interest.**

The current Policy requires that LACERA seek to recover interest in *all* Overpayment or Underpayment cases, with limited discretion to waive interest. (See Exhibit A.) However, staff has found that in the majority of cases, the member/payee is unaware of the error giving rise to the Overpayment or Underpayment and bears no fault for it.

To address this, staff recommends LACERA only seek interest in those cases where there is evidence of fraud or wrongdoing by the member/payee, which includes cases involving an “intentional act or omission the member/payee knew or should have known by false, incorrect, or inaccurate.” (See Section H of Exhibit B.) In all other cases, LACERA should *not* seek to recover interest from the member/payee. Instead, it will be absorbed into the unfunded assumed actuarial liability (“UAAL”), which LACERA already does by assigning uncollectible Overpayments and Underpayments to the UAAL. (See footnote 4, above.)

Staff also recommends changing the definition of “appropriate interest” in order to utilize LACERA’s *actual* rate of return, where known, in order to maintain fairness for the parties while achieving greater accuracy in its calculations. (See Section D of Exhibit B.)

**B. Calculation Methodology.**

Additionally, the current Policy does not specify the calculation methodology to be used by staff when calculating interest. Staff currently calculates interest in all cases using a semi-annual simple interest calculation methodology. However, staff believes applying a monthly compounding methodology will achieve greater accuracy and fairness. Staff therefore recommends LACERA apply a monthly compounding calculation methodology based on the Appropriate Interest rate. (See the proposed new definition of “Appropriate Interest” in Section D of Exhibit B.)

Also in Section H of Exhibit B, in the interest of transparency, staff recommends adding language to clarify that “any interest paid and received by LACERA pursuant to this Section

will be credited to the member's account as required pursuant to applicable law, including Government Code Section 31591. Any remaining interest will be applied to LACERA's fund as interest income."

**C. Interest That Is Not Affected.**

Finally, should the Board adopt the above changes with regard to not collecting interest except in cases involving evidence of fraud or wrongdoing, staff recommends adding the following paragraph to avoid doubt or confusion as to whether other types of interest required by CERL or Board regulations are nonetheless required or subject to waiver:

"Notwithstanding Section H.2., where a member/payee elects or defaults to repay an Overpayment or Underpayment over time via multiple payments, LACERA will add and collect interest (commonly referred to as "finance interest") at the rate applicable at the beginning of the repayment. Further, in cases involving contract corrections, LACERA will apply and collect interest on the contract in the amount and as required pursuant to applicable law or Board regulation." (See Section H of Exhibit B.)

**3. Miscellaneous/Clean Up Provision**

Finally, staff has added certain new provisions required under LACERA's new Policy on Policies, Procedures, and Charters (PCC), as well as other non-substantive, clean up changes to the proposed Policy. The new proposed sections include Scope (Section B), Legal Authority (Section C), Definitions (Section D), References (Section K), and Version History (Section L). As noted, the proposed policy was submitted, reviewed and approved by the Policy Committee prior to submission to the OOC to ensure compliance with LACERA's PCC.

**IV. Conclusion**

For all the foregoing reasons, staff believes the proposed changes are appropriate, necessary and well-aimed at ensuring LACERA continues to fulfill its fiduciary duty to safeguard fund assets by making all reasonable efforts to recover member Overpayments, Underpayments and appropriate interest thereon. Staff will also work with the Systems Division to program the changes ultimately approved by the Board into a new collection module.

**IT IS THEREFORE RECOMMEND THAT THE BOARD** approve and adopt the changes to its Policy for Recovery of Member Overpayments and Underpayments as discussed in this memo and set forth in Exhibit B.

Reviewed and Approved:



Steven P. Rice  
Chief Counsel

**Attachments**

Cc: Santos H. Kreimann  
Louis Gittens  
Ted Granger

Luis A. Lugo  
Bernie Buenaflor  
Kelly Puga

Laura Guglielmo  
Kathy Delino

# EXHIBIT A



**BOARD OF RETIREMENT  
POLICY FOR THE RECOVERY OF  
MEMBER OVERPAYMENTS AND UNDERPAYMENTS**

The Board of Retirement adopts this policy to ensure the continued proper and timely collection of monies owed to LACERA by or on behalf of a member, including, but not limited to a beneficiary or survivor, as a result of incorrect payments into or out of the retirement system. It is the intent of the Board of Retirement in adopting this policy to fulfill its fiduciary duty to safeguard fund assets by making every reasonable effort to recover all member overpayments, underpayments and appropriate interest thereon.

A. The following threshold limits shall apply to the collection of erroneous payments of erroneous payments into (underpayments) and out of (overpayments) the retirement system.

1. For principal amounts less than \$100, the Chief Executive Officer ("CEO") may make no demand for principal or interest and write off the account, or take such other action the CEO deems reasonable and appropriate.
2. For principal amounts between \$100 and \$1,000, the CEO is authorized, after informal collection efforts (such as verbal and written staff requests for payment) have been completed, to refer the matter to the County of Los Angeles Treasurer Tax Collector, write off the amount of the principal and interest, in whole or in part, or take such other action as the CEO deems reasonable and appropriate. Formal litigation will normally not be commenced as the costs of filing and prosecuting the case would likely exceed the amount that could be recovered.
3. For principal amounts between \$1,001 and \$10,000 the CEO has discretion, after informal collection efforts (such as verbal and written staff requests for payment) have been completed and consultation as necessary with the Legal Office and other staff to determine likelihood of recovery, to pursue recovery of principal and interest in small claims court, refer the matter to the County of Los Angeles Treasurer Tax Collector, commence formal litigation, write off the amount, in whole or in part, or take such other action as the CEO deems reasonable and appropriate.
4. For principal amounts over \$10,000, the CEO is required, after informal collection efforts (such as verbal and written staff requests for payment) have been completed and consultation as necessary with the Legal Office and other staff to determine likelihood of recovery, to seek Board approval to commence formal litigation to recover the principal and interest, write off the account, in whole or in part, or to take such other action as the board deems reasonable and appropriate.

B. Applicable Periods of Limitation

1. Pursuant to California Government Code Section 31540, the applicable periods of limitation for actions to recover erroneous payments into or out of LACERA shall be three years, and shall be applied as follows:
  - a. In cases where LACERA makes an erroneous payment to a member or beneficiary, the system's right to bring an action to collect shall not expire until three (3) years from the date of payment.

- b. Notwithstanding any other provision in this policy, in cases where LACERA makes an erroneous payment because of the death of a retired member or beneficiary, or because of the remarriage of the beneficiary, the system's right to bring an action to collect shall not expire until ten (10) years from the date of discovery of the erroneous payment.
- c. Notwithstanding any other provision in this policy, in cases where LACERA makes an erroneous payment as a result of fraudulent reports for compensation made, or caused to be made, by a member for his or her own benefit, the system's right to bring an action to collect shall not expire until ten (10) years from the date of payment or the date of discovery of the fraudulent reporting, whichever is later.
- d. Notwithstanding any other provision in this policy, in cases involving under paid member contributions, if LACERA brings an action within three (3) years from the date of discovery of the underpayment, it may recover the entire underpayment, regardless of when in the past the underpayment was made. If no action is brought by LACERA within three (3) years from the date of discovery, LACERA's right to bring an action shall expire three (3) years from the date of the underpayment.
- e. LACERA's determination with regard to the period of limitation in any case, and its determination with respect to the running of any period of limitation shall be conclusive and binding for purposes of correcting any error or omission.
- f. For purposes of this policy, date of discovery means the date LACERA discovered or reasonably could have discovered the error giving rise to the erroneous payment.
- g. Nothing in this policy shall be construed as limiting or prohibiting in any way LACERA's authority to correct errors as necessary in a member's or beneficiary's account, prospectively and/or retroactively,
- h. Notwithstanding any other provision in this policy, in cases where LACERA owes money to a member or beneficiary, the periods of limitation set forth above shall not apply.

C. Offsets

As part of LACERA's collection process, the CEO will wherever possible to recover all overpayments and underpayments owing from a member or beneficiary, plus interest thereon, offset amounts due to LACERA against current or future benefits owing to the member or beneficiary. The threshold limits set forth above shall apply to cases involving offsets, and will only be applied after the member or beneficiary is afforded an opportunity to challenge the debt and offset through the Board's Administrative Appeal Procedure.

D. Interest

The CEO will include appropriate interest on any overpayment or underpayment it seeks to recover in accordance with Section A. However, in accordance with Section A, the CEO may make no further demand for collection of interest, in whole or in part, where the CEO determines, after a careful review of case, it is appropriate under the circumstances of the case.

For purposes of this policy, appropriate interest means LACERA's actuarially assumed rate of return applicable during the period of the overpayment or underpayment, as it may have changed from time to time and as applied to the principal amount due at each point during the relevant period.

E. Delegation of Responsibilities

In all instances the CEO may delegate to staff the activities and work called for and necessarily required to carry out this policy.

F. Conflicts with applicable law.

To the extent anything in this policy conflicts with IRS rules or applicable law, such IRS rules or applicable law will prevail.

Revised: 6/11/2015  
Revised: 6/14/2007  
Adopted: 8/2/1995

# EXHIBIT B



**BOARD OF RETIREMENT  
POLICY FOR THE RECOVERY OF  
MEMBER OVERPAYMENTS AND UNDERPAYMENTS**

**A. PURPOSE**

The Board of Retirement ("Board") adopts this policy to ensure proper and timely collection of monies owed to LACERA by a member, beneficiary, survivor or other payee resulting from incorrect payments into or out of the retirement system. The Board adopts this policy to safeguard pension-fund assets by making reasonable efforts to recover overpayments, underpayments and appropriate interest thereon.

**B. SCOPE**

This policy applies broadly to all cases involving member overpayments and underpayments resulting from incorrect payments into or out of the retirement system. This policy does not apply to or affect the Board's ability to correct errors in a member account that resulted in the Underpayment or Overpayment in the exercise of its plenary authority to administer the retirement system.

**C. LEGAL AUTHORITY**

The Board has plenary authority and fiduciary responsibility over administration of the retirement system, which includes the duty to provide benefits, minimize employer contributions, and defray reasonable expenses of administering the system. See Cal. Govt. Code Section 31595. Applicable limitation periods are set forth in Cal. Govt. Code Section 31540.

**D. DEFINITIONS**

For purposes of this Policy, the following definitions apply:

"Underpayments" refer to incorrect member contribution payments into the retirement system.

"Overpayments" refer to incorrect benefit payments by LACERA to a member, beneficiary, survivor or other payee.

"Special project" refers to multiple individual member accounts that are readily identifiable, affected by a common underlying error or issue, and where handling such cases collectively will maximize efficiency and minimize burden for both LACERA and the affected members.

"Appropriate Interest" means the lesser of LACERA's:

- (1) then-current actuarially assumed rate of return at the time of calculation, or
- (2) actual rate of return applicable, if known, during the period of the Overpayment or Underpayment or as each may have changed from time to time and as applied to the total recoverable principal amount due at each point during the relevant period.

"Total Recoverable Principal" is the lesser of the amount calculated by the CEO as:

- (1) recoverable after applying applicable period(s) of limitation, including, but not limited to, those listed in Section F of this Policy, or
- (2) the actual amount in dispute.

**E. THRESHOLD LIMITS.**

The following threshold limits shall apply to the collection of erroneous payments into and out of the retirement system:

1. For Total Recoverable Principal amounts less than \$750, the Chief Executive Officer (“CEO”) is authorized to waive the demand for principal or interest and write off the amount, or take such other action the CEO deems reasonable and appropriate.

2. For Total Recoverable Principal amounts between \$750 and \$5,000, after informal collection efforts (such as verbal and written staff requests for payment) have been completed and documented, the CEO is authorized to refer the matter to the County of Los Angeles Treasurer Tax Collector, write off the principal and/or interest, in whole or in part, or take such other action as the CEO deems reasonable and appropriate. Formal litigation will normally not be commenced as the cost of filing and prosecuting the case would likely exceed the amount that could be recovered.

3. For Total Recoverable Principal amounts between \$5,001 and \$20,000, after notice to the Board and informal collection efforts (such as verbal and written staff requests for payment) have been completed, documented, and consultation as necessary with the Legal Office and other staff to determine likelihood of recovery, the CEO has discretion to pursue recovery of principal and/or interest in small claims court, refer the matter to the County of Los Angeles Treasurer Tax Collector, commence formal litigation, write off the amount, in whole or in part, or take such other action as the CEO deems reasonable and appropriate.

4. For Total Recoverable Principal amounts over \$20,000, after informal collection efforts (such as verbal and written staff requests for payment) have been completed and consultation with the Legal Office and other staff as necessary to determine likelihood of recovery, the CEO is required to seek Board approval to commence formal litigation to recover the principal and interest, write off the amount, in whole or in part, or to take such other action as the board deems reasonable and appropriate.

Notwithstanding Section E, if the CEO determines that multiple individual cases warrant designation and handling as a “Special Project,” the CEO may treat these cases collectively as a group. In such cases, as soon as practicable after discovery of the error and determination as to the issue and impact, the CEO will present a recommendation to the Board on how such cases will be corrected, processed, and resolved efficiently, prudently, and consistently with LACERA’s fiduciary duties.

F. Applicable Periods of Limitation

1. Pursuant to California Government Code Section 31540, the applicable periods of limitation for actions to recover erroneous Underpayments and/or Overpayments shall be three years and be applied as follows:

- a. In cases where LACERA makes an Overpayment to a member or beneficiary, the system’s right to bring an action to collect shall not expire until three (3) years from the date of payment.
- b. Notwithstanding any other provision in this policy, in cases where LACERA makes an Overpayment because of the death of a retired member or beneficiary, or because of the remarriage of the beneficiary, the system’s right to bring an action to collect shall not expire until ten (10) years from the date of discovery of the erroneous payment.

- c. Notwithstanding any other provision in this policy, in cases where LACERA makes an Overpayment as a result of fraudulent reports for compensation made by a member for his or her own benefit, the system's right to bring an action to collect shall not expire until ten (10) years from the date of payment or the date of discovery of the fraudulent reporting, whichever is later.
- d. Notwithstanding any other provision in this policy, in cases involving an Underpayment, if LACERA brings an action within three (3) years from the date of discovery of the Underpayment, it may recover the entire Underpayment, regardless of when it was made. If no action is brought by LACERA within three (3) years from the date of discovery, LACERA's right to bring an action shall expire three (3) years from the date of the Underpayment.
- e. LACERA's determination as to the period of limitation in any case, shall be conclusive and binding for purposes of correcting any error or omission.
- f. For purposes of this policy, date of discovery means the date LACERA discovered or reasonably should have discovered the error giving rise to the erroneous payment.
- g. Nothing in this policy shall be construed as limiting or prohibiting LACERA's authority to correct, prospectively and/or retroactively, the error(s) in a member account that resulted in the Underpayment or Overpayment.
- h. Notwithstanding any other provision in this policy, in cases where LACERA owes money to a member or beneficiary, the periods of limitation set forth above shall not apply.

#### G. Offsets

As part of LACERA's collection process, the CEO will whenever possible offset any current or future benefits owing to the member or other payee in order to recover an Overpayment or Underpayment, plus interest owing thereon. The threshold limits in Section E shall apply to cases involving offsets and will only be applied after the member or payee is afforded an opportunity to challenge the debt and offset through the Board's Administrative Appeals Procedures for Retirement Benefits.

#### H. Interest

The CEO will include appropriate interest on any Overpayment or Underpayment he/she seeks to recover in accordance with the threshold limits set forth in Section E as follows:

1. In cases where there is evidence the Overpayment or Underpayment resulted from fraud or dishonest conduct by the member/payee, the CEO will seek to recover appropriate interest from the member/payee. For purposes of this policy, "fraud or dishonest conduct" means an intentional act or omission the member/payee knew or should have known was false, incorrect or inaccurate.

2. In cases other than those described in Section H.1, appropriate interest shall not be collected from the member/payee.

The calculation methodology is monthly compounding based on the Appropriate Interest rate. Any interest paid and received by LACERA pursuant to this Section will be credited to the member's account as required pursuant to applicable law, including Government Code Section 31591. Any remaining interest will be applied to LACERA's fund as interest income.

Notwithstanding Section H.2., where a member or other payee elects or defaults to repay an Overpayment or Underpayment over time via multiple payments, LACERA will add and collect finance interest at the rate applicable at the beginning of the repayment. Further, in cases involving contract corrections, LACERA will apply and collect interest on the contract in the amount required pursuant to applicable law or Board regulation.

I. Delegation of Responsibilities

In all instances, the CEO may delegate to staff the activities and work required to carry out this policy.

J. Conflicts with applicable law.

To the extent anything in this policy conflicts with IRS rules or applicable law, such IRS rules or applicable law will prevail.

K. REFERENCES

Related Policies: Not Applicable.

Related Procedures: Not Applicable.

Procedure title: Not Applicable.

Related Forms/Templates: Not Applicable.

Form/Template title: Not Applicable.

Other Related Information: Not Applicable.

L. Version History

The policy was first adopted August 2, 1995. The policy was amended on June 14, 2007 and June 11, 2015. M. Policy Review/Approval

This Policy is a Board Policy subject to Board approval. It should be reviewed every 3-5 years, or more frequently as needed.

# EXHIBIT C

Account Settlement Processing Time Cost Analysis\_ Updated Aug 2023

	Average Processing Time (minutes): Low	Estimated Salary (Hourly)	Estimated Cost	Average Processing Time (minutes): High	Estimated Salary (Hourly)	Estimated Cost
<b>Account Settlement Initial Collection:</b>						
Account analysis and creation of work object after discovery						
<i>Retirement Benefits Specialist I, II, or III*</i>	10	\$ 39.80	\$ 6.63	45	\$ 39.80	\$ 29.85
Work object is routed to ASU queue, triaged, and assigned to ASU Staff						
<i>Senior Retirement Benefits Specialist</i>	5	\$ 55.11	\$ 4.59	10	\$ 55.11	\$ 9.19
Staff review statute of limitations (SOL) and calculate cost						
<i>Retirement Benefits Specialist II</i>	60	\$ 39.80	\$ 39.80	0	\$ 39.80	\$ -
<i>Retirement Benefits Specialist III</i>	0	\$ 47.54	\$ -	210	\$ 47.54	\$ 166.38
<i>Section Head (reviewer)</i>	0	\$ 78.72	\$ -	45	\$ 78.72	\$ 59.04
Sub-total	60		\$ 39.80	255		\$ 225.42
Legal Review (if applicable)						
<i>Senior Staff Counsel</i>	0	\$ 130.60	\$ -	60	\$ 130.60	\$ 130.60
Quality Assurance Review (if applicable)						
<i>Quality Auditor II</i>	0	\$ 54.94	\$ -	166	\$ 54.94	\$ 152.00
Calculation Revisions (if applicable)						
<i>Retirement Benefits Specialist III</i>	0	\$ 47.54	\$ -	60	\$ 47.54	\$ 47.54
Account Settlement is completed by ASU Staff (letter and documentation)						
<i>Retirement Benefits Specialist II</i>	30	\$ 39.80	\$ 19.90	0	\$ 39.80	\$ -
<i>Retirement Benefits Specialist III</i>	0	\$ 47.54	\$ -	45	\$ 47.54	\$ 35.65
Sub-total	30		\$ 19.90	45		\$ 35.65
Account Settlement is logged in database						
<i>Retirement Benefits Specialist I</i>	5	\$ 33.82	\$ 2.82	10	\$ 33.82	\$ 5.64
Member Services correspondence letter drafted and sent to member						
<i>Retirement Benefits Specialist III</i>	0	\$ 47.54	\$ -	90	\$ 47.54	\$ 71.31
FASD sets up receivables in GL, updates database, and reconciles balance						
<i>Accountant</i>	15	\$ 45.14	\$ 11.28	20	\$ 45.14	\$ 15.05
<i>Senior Accountant (reviewer)</i>	5	\$ 50.56	\$ 4.21	10	\$ 50.56	\$ 8.43
Sub-total	20		\$ 15.50	30		\$ 23.47
<b>TOTAL</b>	<b>130</b>		<b>\$89.24</b>	<b>771</b>		<b>\$730.66</b>

\*Estimated salary based on RBS II

	Total Processing Time (minutes)	Estimated Cost
<b>2020: Low</b>	125	\$80.83
<b>2023: Low</b>	130	\$89.24
<b>% Change</b>	4.00%	10.40%
<b>2020: High</b>	1191	\$976.92
<b>2023: High</b>	771	\$730.66
<b>% Change</b>	-35.26%	-25.21%

**Legend:**  
**Average Processing Time: Low** refers to the average amount of time it takes to process an account settlement case with 3 identified periods of actual>scheduled earnings  
**Average Processing Time: High** refers to the average amount of time it takes to process a complex account settlement case with undercollected contributions and overpaid retirement benefits

	Average Processing Time (minutes): Low	Estimated Salary (Hourly)	Estimated Cost	Average Processing Time (minutes): High	Estimated Salary (Hourly)	Estimated Cost
<b>Level 1 Appeal:</b>						
Level 1 Appeal submitted by member and triaged by MSQC (phone call, enter in SharePoint, and mail letter)						
<i>Retirement Benefits Specialist III</i>	20	\$ 47.54	\$ 15.85	45	\$ 47.54	\$ 35.65
Work object is routed to Correspondence queue, triaged, and assigned to MS Staff						
<i>Section Head</i>	10	\$ 78.72	\$ 13.12	20	\$ 78.72	\$ 26.24
Staff review appeal and complete Case Analysis						
<i>Retirement Benefits Specialist III</i>	960	\$ 47.54	\$ 760.59	2400	\$ 47.54	\$ 1,901.49
<i>Section Head (reviewer)</i>	480	\$ 78.72	\$ 629.74	1440	\$ 78.72	\$ 1,889.23
Sub-total	1440		\$ 1,390.34	3840		\$ 3,790.71
Escalations Committee Reviews Case Analysis and makes appeal decision						
<i>Division Manager</i>	30	\$ 97.79	\$ 48.90	60	\$ 97.79	\$ 97.79
<i>Division Manager</i>	30	\$ 97.79	\$ 48.90	60	\$ 97.79	\$ 97.79
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Section Head</i>	30	\$ 78.72	\$ 39.36	60	\$ 78.72	\$ 78.72
<i>Senior Retirement Benefits Specialist</i>	30	\$ 55.11	\$ 27.56	60	\$ 55.11	\$ 55.11
<i>Retirement Benefits Specialist III</i>	0	\$ 47.54	\$ -	60	\$ 47.54	\$ 47.54
<i>Chief Quality Assurance &amp; Metrics</i>	30	\$ 94.76	\$ 47.38	60	\$ 94.76	\$ 94.76
<i>Senior Quality Auditor</i>	0	\$ 63.23	\$ -	60	\$ 63.23	\$ 63.23
<i>Staff Counsel</i>	30	\$ 97.79	\$ 48.90	60	\$ 97.79	\$ 97.79
Sub-total	330		\$ 457.78	780		\$ 1,026.32
Additional Research, Calculation, or Legal Counsel Assistance						
<i>Retirement Benefits Specialist III</i>	60	\$ 47.54	\$ 47.54	240	\$ 47.54	\$ 190.15
<i>Section Head</i>	10	\$ 78.72	\$ 13.12	45	\$ 78.72	\$ 59.04
<i>Senior Staff Counsel</i>	0	\$ 130.60	\$ -	60	\$ 130.60	\$ 130.60
<i>Quality Auditor II</i>	60	\$ 54.94	\$ 54.94	420	\$ 54.94	\$ 384.58
Sub-total	130		\$ 115.60	765		\$ 764.36
Division Manager documents account with appeal decision and creates service request						
<i>Division Manager</i>	45	\$ 97.79	\$ 73.34	90	\$ 97.79	\$ 146.69
Work object is routed to Section Head to assign to MS Staff						
<i>Section Head</i>	10	\$ 78.72	\$ 13.12	20	\$ 78.72	\$ 26.24
MS Correspondence Staff draft appeal response letter						
<i>Retirement Benefits Specialist III</i>	120	\$ 47.54	\$ 95.07	300	\$ 47.54	\$ 237.69
Division Manager approves and signs appeal response letter						
<i>Division Manager</i>	15	\$ 97.79	\$ 24.45	45	\$ 97.79	\$ 73.34
Staff mail letter and complete service request						
<i>Retirement Benefits Specialist III</i>	10	\$ 47.54	\$ 7.92	10	\$ 47.54	\$ 7.92
MSQC contacts member regarding appeal decision and letter						
<i>Retirement Benefits Specialist III</i>	5	\$ 47.54	\$ 3.96	20	\$ 47.54	\$ 15.85

	Total Processing Time (minutes)	Estimated Cost
<b>2020: Low</b>	2225	\$2,083.54
<b>2023: Low</b>	2135	\$2,210.54
<b>% Change</b>	-4.04%	6.10%
<b>2020: High</b>	5515	\$5,060.52
<b>2023: High</b>	5935	\$6,151.01
<b>% Change</b>	7.62%	21.55%

TOTAL	2135	\$ 2,210.54	5935	\$ 6,151.01
RUNNING TOTAL	2265	\$ 2,299.79	6706	\$ 6,881.67

Level 2 Appeal:	Average Processing Time (minutes): Low	Estimated Salary (Hourly)	Estimated Cost	Average Processing Time (minutes): High	Estimated Salary (Hourly)	Estimated Cost
Level 2 Appeal submitted by member and triaged by MSQC (phone call and letter)						
<i>Retirement Benefits Specialist III</i>	20	\$ 47.54	\$ 15.85	45	\$ 47.54	\$ 35.65
Work object is routed to AEO for processing and review						
<i>Assistant Executive Officer</i>	240	\$ 130.60	\$ 522.39	1440	\$ 130.60	\$ 3,134.32
AEO drafts and mails appeal response letter						
<i>Assistant Executive Officer</i>	60	\$ 130.60	\$ 130.60	240	\$ 130.60	\$ 522.39
Additional Legal Counsel Assistance						
<i>Senior Staff Counsel</i>	0	\$ 130.60	\$ -	60	\$ 130.60	\$ 130.60
TOTAL	320	\$ 668.83		1785	\$ 3,822.96	
RUNNING TOTAL	2585	\$ 2,968.62		8491	\$ 10,704.63	

	Total Processing Time (minutes)	Estimated Cost
2020: Low	320	\$609.35
2023: Low	320	\$668.83
% Change	0.00%	9.76%
2020: High	1785	\$3,482.26
2023: High	1785	\$3,822.96
% Change	0.00%	9.78%

Level 3 Appeal:	Average Processing Time (minutes): Low	Estimated Salary (Hourly)	Estimated Cost	Average Processing Time (minutes): High	Estimated Salary (Hourly)	Estimated Cost
Level 3 Appeal submitted by member and triaged by MSQC (phone call and letter)						
<i>Retirement Benefits Specialist III</i>	20	\$ 47.54	\$ 15.85	45	\$ 47.54	\$ 35.65
AEO prepares case analysis for Legal						
<i>Assistant Executive Officer</i>	60	\$ 130.60	\$ 130.60	120	\$ 130.60	\$ 261.19
Legal Office (pre-referral) Assistance						
<i>Senior Staff Counsel</i>	0	\$ 130.60	\$ -	60	\$ 130.60	\$ 130.60
Additional Research and/or Calculation						
<i>Retirement Benefits Specialist III</i>	60	\$ 47.54	\$ 47.54	240	\$ 47.54	\$ 190.15
<i>Quality Auditor II</i>	60	\$ 54.94	\$ 54.94	540	\$ 54.94	\$ 494.46
Sub-total	120		\$ 102.48	780		\$ 684.61
Legal Office (post-referral) Handling of Appeal						
<i>Chief Counsel</i>	30	\$ 162.24	\$ 81.12	90	\$ 162.24	\$ 243.36
<i>Legal Secretary</i>	60	\$ 46.46	\$ 46.46	300	\$ 46.46	\$ 232.30
<i>Staff Counsel or Senior Staff Counsel**</i>	600	\$ 130.60	\$ 1,305.97	1500	\$ 130.60	\$ 3,264.92
Sub-total	690		\$ 1,433.55	1890		\$ 3,740.58
TOTAL	890	\$ 1,682.47		2895	\$ 4,852.63	
RUNNING TOTAL	3475	\$ 4,651.08		11386	\$ 15,557.25	

	Total Processing Time (minutes)	Estimated Cost
2020: Low	890	\$1,529.44
2023: Low	890	\$1,682.47
% Change	0.00%	10.01%
2020: High	2895	\$4,411.11
2023: High	2895	\$4,852.63
% Change	0.00%	10.01%

\*\*Estimated salary based on Senior Staff Counsel

Job Title	Annual Salary Range			Average	Hours Per Year	Hourly Rate
	Min	Max				
Retirement Benefits Specialist I	\$ 50,253.84	\$67,719.24	\$	58,986.54	1744	\$ 33.82
Retirement Benefits Specialist II	\$ 59,136.00	\$ 79,689.84	\$	69,412.92	1744	\$ 39.80
Retirement Benefits Specialist III	\$ 70,628.76	\$ 95,180.76	\$	82,904.76	1744	\$ 47.54
Senior Retirement Benefits Specialist	\$ 81,880.32	\$ 110,346.60	\$	96,113.46	1744	\$ 55.11
Section Head	\$ 109,233.72	\$ 165,334.08	\$	137,283.90	1744	\$ 78.72
Division Manager	\$ 135,700.68	\$ 205,394.04	\$	170,547.36	1744	\$ 97.79
Quality Auditor II	\$ 82,900.32	\$ 108,729.84	\$	95,815.08	1744	\$ 54.94
Senior Quality Auditor	\$ 95,415.24	\$ 125,140.32	\$	110,277.78	1744	\$ 63.23
Chief Quality Assurance & Metrics	\$ 125,140.32	\$ 205,394.04	\$	165,267.18	1744	\$ 94.76
Chief Counsel	\$ 225,134.04	\$ 340,758.60	\$	282,946.32	1744	\$ 162.24
Senior Staff Counsel	\$ 181,224.00	\$ 274,297.32	\$	227,760.66	1744	\$ 130.60
Assistant Executive Officer	\$ 181,224.00	\$ 274,297.32	\$	227,760.66	1744	\$ 130.60
Senior Management Secretary				#DIV/0!	1744	#DIV/0!
Accountant	\$ 67,060.32	\$ 90,375.24	\$	78,717.78	1744	\$ 45.14
Senior Accountant	\$ 75,118.92	\$ 101,221.08	\$	88,170.00	1744	\$ 50.56
Staff Counsel	\$ 135,700.68	\$ 205,394.04	\$	170,547.36	1744	\$ 97.79
Legal Secretary	\$ 70,105.08	\$ 91,946.16	\$	81,025.62	1744	\$ 46.46

December 26, 2023

TO: Each Trustee,  
Board of Retirement

FROM: Operations Oversight Committee  
Alan Bernstein, Chair  
Herman B. Santos, Vice Chair  
Antonio Sanchez  
Keith Knox  
Jason E. Green, Alternate

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: Ethics and Compliance Program Charter

## **RECOMMENDATION**

That the Board of Retirement (1) provide input on the proposed Ethics and Compliance Program Charter, which is a goal of the Board's approved Strategic Plan, and (2) forward the Charter to the Joint Organizational Governance Committee for further consideration and recommendation.

## **LEGAL AUTHORITY**

Establishment of LACERA's Ethics and Compliance Program is one of the goals of the 2023-2028 Board of Retirement Strategic Plan. Ethics and compliance affect the entire organization. Therefore, the authority for the approval of the Ethics and Compliance Program Charter includes several governing bodies.

The Operations Oversight Committee (OOC) reviewed this item first because it has the responsibility to make recommendations that "assist[ ] the BOR with its oversight responsibilities with respect to: 1 Enterprise Governance." (Board of Retirement Standing Committee Charters, Section I.) Enterprise Governance is defined to include the responsibility to "Develop a strategic plan for LACERA governance, retirement benefit, administration, financial reporting, auditing and regulatory compliance and make recommendations to the BOR." (Standing Committee Charter, Section I.1.)

The Joint Organizational Governance Committee (JOGC) includes in its scope recommendations to the Board of Retirement and the Board of Investments regarding "Joint Board Policy Development for system-wide policies such as ethics, conflict of interest . . ." outside the reserved authority of each Board. (JOGC Charter, Sections 4, 7.2.)

That Audit Committee Charter was established to:

assist the Boards in fulfilling their fiduciary oversight duties for the:

- A. Internal Audit Activity
- B. Professional Service Provider Activity
- C. Financial Reporting Process
- D. Values and Ethics, and
- E. Organizational Governance
- F. Audit Committee and Internal Audit Budget

(Audit Committee Charter, Section II.)

The Audit Committee's responsibilities include "Organizational Governance," and assessing the adequacy of LACERA's "System of Compliance" by:

- a. Annually, review the effectiveness of Management's system of compliance with laws, regulations, policies, and procedures that are business critical.
- b. As needed, review the observations and findings of any examinations by regulatory agencies.
- c. Obtain regular updates from Management and LACERA's Legal Office regarding compliance matters.
- d. At least annually, review reported activity to ensure issues of fraud, noncompliance, and/or inappropriate activities are being addressed.

(Audit Committee Charter, Section VII(E)(4).)

Taking the mandate of each of these committees into account, staff proposed that LACERA's Ethics and Compliance Program first be reviewed by the OOC and the Board of Retirement because the Program is a part of the BOR Strategic Plan. Then, in recognition that creation of the Program is a major organizational initiative, staff proposes that the Program be referred by the Board of Retirement to the JOGC. At its December 6, 2023 meeting, the OOC acted to recommend staff's proposal that the Board refer the Program to the JOGC. Staff proposes that the JOGC next refer the Program to the joint Boards, which will be requested to refer it to the Audit Committee. The Audit Committee will then be responsible for giving approval to the Program Charter and recommending to the joint Boards that they approve a revised Audit Committee Charter that will include the Audit Committee's new responsibility for primary oversight of the Ethics and Compliance Program.

This process will include both Boards and their joint committees in the approval of the Ethics and Compliance Program with respect to their respective areas of authority and oversight. The process will further the ethics and compliance needs of the entire organization, building upon and expanding the existing organizational responsibilities of the Audit Committee (which will be renamed the Audit, Compliance, Risk, and Ethics Committee (ACRE)). This approach is based on the belief that Ethics and Compliance are most appropriately and effectively addressed at the organizational level, as already provided in the current Audit Committee Charter with respect to Internal Audit.

At its December 6, 2023 meeting, the OOC also recommended that staff provide a presentation to the Board of Retirement with regard to the Program. This presentation will be presented under the Reports section of today's Board agenda.

## **DISCUSSION**

This memo will provide background for the attached proposed Ethics and Compliance Program Charter.

### **A. Duty of Oversight of Ethics and Compliance**

The Boards have a fiduciary duty of prudence and loyalty under the California Constitution. Cal. Const., art XVI, § 17.

The law supports that the duties of a public company board includes the board's oversight to establish reasonable processes which will allow directors to receive information about compliance concerns and respond to "red flags." *In re Caremark Int'l Inc. Derivative Litigation.*, 698 A.2d 959, 970 (Del. Ch. 1996). This duty is described as:

a good faith effort to ensure that: "information and reporting systems exist in the organization that are reasonably designed to provide to senior management and to the board itself timely, accurate information sufficient to allow management and the board, each within its scope, to reach informed judgments concerning both the corporation's compliance with law and its business performance."

*In re McDonald's Corporation Stockholder Derivative Litigation*, 2021-0324-JTL, at 26-31 (Del. Ch. Jan..26, 2023), quoting *Caremark*, at 970. In *McDonald's*, the court considered the company's system of compliance in the context of claims of inadequate oversight to prevent sexual harassment and misconduct. In *Caremark*, oversight issues were reviewed in connection with consideration of claimed violations of fraud and anti-kickback laws applicable to health care providers.

These cases provide useful precedent in the development of LACERA's Ethics and Compliance Program as a tool to support the LACERA Boards' oversight responsibilities and fiduciary duty.

### **B. The IIA's Three Lines Model**

Staff recommends using The Institute of Internal Auditor's *Three Lines Model* as a reference point in building LACERA's ethics and compliance program to foster ethical conduct and adherence to laws, regulations, policies, and procedures.

///

The first and second lines are the means by which management achieves its ethics and compliance objectives. The first line roles are those LACERA employees, units, and divisions that deliver products and services to LACERA's members, work with other

stakeholders, and support the day-to-day operation of the fund. Second lines roles are dedicated to “specific objectives of risk management, such as: compliance with laws, regulations, and acceptable ethical behavior; internal control; information and technology security; sustainability; and quality assurance.” (Three Lines Model, page 3.) Currently, LACERA performs some second line duties in several of its divisions; however, LACERA does not currently have a dedicated ethics and compliance unit that will bring cohesion to LACERA’s ethics and compliance efforts.

The third line is independent of management and “provides independent and objective assurance and advice on the adequacy and effectiveness of governance and risk management” (Three Lines Model, page 3), which LACERA provides through its Internal Audit Division. The third line is complementary to management’s ethics and compliance functions.

### **C. The Board of Retirement Strategic Plan**

On July 6, 2023, the Board approved the 2023-2028 Strategic Plan. Among the Plan’s five goals, the approved Plan includes Compliance and Enterprise Risk Management as Strategic Priority 4 (page 18). With respect to compliance, the Plan states as Objective 4.1 that LACERA will “Develop an enterprise compliance plan and program to ensure adherence to established processes, procedures, policies, and governing rules and regulations” (page 19). The Plan, in turn, lists the steps expected to achieve the compliance goal.

Under the Plan, the first step is to “Form working groups across divisional lines to develop compliance and ERM charters” (page 20). The Plan recognizes that the ethics and compliance plan will follow the IIA’s Three Lines Model (page 20). Finally, the Plan states that the Legal Division has accountability for leading development and implementation of the compliance component of this goal (page 20).<sup>1</sup>

The Executive Office recently developed an Action Planning process for all five goals in conjunction with the entire leadership team at the October 2023 Management Offsite. The process plan developed by the Executive Office following the offsite provides that development of an enterprise ethics and compliance program is a 2024 commitment. Today’s consideration of the proposed Ethics and Compliance Charter is the next step in meeting that timetable.

### **D. Steps in Developing the Proposed Ethics and Compliance Program Charter**

Staff has followed the following process in developing the proposed Charter.

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<sup>1</sup> The Plan provides that the Internal Audit Division will separately pursue the Enterprise Risk Management (ERM) component of the goal. Internal Audit will bring forward its recommendations for ERM at a future date.

First, staff engaged Rebecca Walker, of Kaplan & Walker LLP, as advisor and counsel on ethics and compliance to provide input in the development of the Ethics and Compliance Program and its supporting governance documents. Kaplan & Walker LLP is an ethics and compliance law firm that assists organizations in developing, assessing, and enhancing ethics and compliance programs. Rebecca Walker is a frequent speaker and is widely published in this area. She has worked closely with LACERA staff since August 2023 (and on an ongoing basis) in providing staff education on ethics and compliance issues and in reviewing the proposed Program Charter presented today as well as other program documents. She will be present at the BOR meeting to provide background on ethics and compliance and supporting processes.

Second, following the Board's direction in the Strategic Plan to form a working group, the former staff Policy Committee has been reconfigured as the Ethics and Compliance Committee. In this new role, the Committee will continue to have responsibility for reviewing policies and critical business procedures but will also have a significant ongoing cross-functional advisory role in developing the Ethics and Compliance Program and in the operation of the Program once it is implemented. The Committee includes representation from multiple LACERA divisions. Deputy CEO Luis Lugo leads the meetings of this highly engaged group. The Committee is undertaking ethics and compliance education (including meeting with Ms. Walker) and has discussed and reviewed the proposed Program documents.

Third, staff developed the proposed Ethics and Compliance Program Charter, which also includes the input of Ms. Walker, the Ethics and Compliance Committee, and other key LACERA staff.

#### **E. Summary of the Proposed Ethics and Compliance Charter**

The proposed Charter is attached. This memo provides a brief summary.

The purpose of the Ethics and Compliance Program (Program) is to promote a strong and engaged culture of ethical conduct and compliance with laws, regulations, policies, and procedures. The Program provides an independent, objective, proactive, and durable structure for organization-wide ethics and compliance risk assessment; policy review; monitoring; training; communication channels (without retaliation); investigation; response for ethics and compliance concerns; recommendations for remediation of concerns; privacy oversight; vendor/third party management; reporting to the CEO, senior leaders, the Audit Committee, and Boards to support their oversight of ethics and compliance; and continuous evaluation, self-assessment, and improvement. Each of these Program activities is spelled out in detail in the proposed Program Charter, including reporting frequency where applicable.

The Program will be led by a new Ethics and Compliance Unit within the Legal Division, which will be overseen by a Chief Ethics and Compliance Officer (CECO). The CECO will report administratively to the Chief Counsel and functionally to the Chief Executive Officer

and the ACRE Committee (formerly the Audit Committee). The CECO may also report to the Boards as needed. While the other members of the Ethics and Compliance Unit are not yet specified, the proposed Charter includes direction that the Program will be adequately staffed and include robust training. The Program and the CECO will have accountability for performing the responsibilities enumerated in the Charter.

While the Program is under the CEO and Chief Counsel, and therefore is part of management, the CECO will operate independently and objectively within the management team and shall remain free of conflicts of interest. The Program will have access to other LACERA staff and organizational records as needed. The Program will operate collaboratively with all other LACERA staff.

The Program is intended to further a LACERA culture of ethics and compliance. Therefore, the Charter outlines the responsibilities of managers and supervisors and all staff. Managers and supervisors have a duty to communicate and model ethical standards and comply with all laws, regulations, policies, procedures, and business practices. Managers and supervisors have a duty to create a space for all staff to safely report any ethics and compliance concerns without fear of retaliation. Every staff member (including temporary workers and contractors) has the responsibility to perform day-to-day operations in an ethical and compliant manner. Every LACERA staff member has a duty to report any activity or behavior that falls below the organization's high standards of ethics and compliance.

The Program and the CECO will be evaluated annually based on the objectives and standards laid out in the Charter. The Charter will be reviewed annually until the Program is fully operational and the Ethics and Compliance Unit is fully staffed.

## **CONCLUSION**

Creation of an organization-wide Ethics and Compliance Program is an important step in the development of a dedicated and independent support function within management and maintenance of a strong culture of ethics and compliance as provided in the Board of Retirement's Strategic Plan. The Program will assist the CEO, senior leaders, the ACRE Committee, and the Boards in their oversight of ethics and compliance. The Program will be subject to regular review and evaluation, particularly in its initial stages. The Program will be complementary to the separate independent assurance responsibilities of Internal Audit.

The OOC recommends that the Board of Retirement (1) provide input on the proposed Ethics and Compliance Program Charter, which is a goal of the Board's approved Strategic Plan, and (2) forward the Charter to the Joint Organizational Governance Committee for further consideration and recommendation.

Attachment

c: Santos H. Kreimann

Re: Ethics and Compliance Program Charter

December 26, 2023

Page 7 of 7

Luis A. Lugo

Jonathan Grabel

JJ Popowich

Laura Guglielmo

Chaitanya Errande

Richard Bendall

Christina Logan

**PROPOSED ETHICS AND COMPLIANCE  
PROGRAM CHARTER**

## **ETHICS AND COMPLIANCE PROGRAM CHARTER**

### **I. PURPOSE**

The purpose of the Ethics and Compliance Program (Program) is to promote a strong and engaged culture of ethical conduct and compliance with laws, regulations, policies, and procedures. The Program provides an independent, objective, proactive, and durable structure of organization-wide ethics and compliance risk assessment; policy review; monitoring; training; communication channels (with no retaliation); investigation; response to ethics and compliance concerns, recommendations for remediation; privacy oversight; vendor/third party management; reporting to the Chief Executive Officer (CEO), senior leaders, the Audit, Compliance, Risk, and Ethics (ACRE) Committee, and the Boards regarding ethics and compliance; and continuous evaluation, self-assessment, and improvement. The Program seeks to provide ongoing assurance and accountability, in a changing environment, that LACERA's operations are conducted in an ethical and compliant manner. The Program promotes continuous improvement in LACERA's ethics and compliance controls. The Program furthers LACERA's Mission, Vision, Values, and the fiduciary duty owed to its members and their beneficiaries by facilitating oversight of ethics and compliance.

### **II. AUTHORITY**

Ethical conduct and compliance with laws, regulations, policies, and procedures are required by:

- LACERA's fiduciary duty of loyalty and prudence under Article XVI, Section 17 of the California Constitution and California Government Code Section 31595.
- The County Employees Retirement Law of 1937 (CERL), under which LACERA was formed and operates.
- The Public Employees' Pension Reform Act of 2013 (PEPRA).
- LACERA's Code of Ethical Conduct.
- LACERA's Conflict of Interest Code, as required by the Political Reform Act.
- LACERA's Mission, Vision, Values, and Guiding Principles of the Values approved by the Board of Retirement and Board of Investments.
- All other applicable laws and regulations and LACERA's policies and procedures.

A formal Ethics and Compliance Program is supported by the listed authority and by best practices in the public pension community and is one of the primary objectives of LACERA's 2023-2028 Strategic Plan. The Program is consistent with the Institute of Internal Auditors' [\*Three Lines Model\*](#), which describes a dedicated ethics and compliance function within management as a second line to supplement the first line of ethics and compliance in LACERA's operational divisions, working

in conjunction with the third line of independent assurance provided by the Internal Audit Division.

### III. ROLES AND REPORTING STRUCTURE

- The Program is established by the Chief Executive Officer (CEO) with the approval and oversight of the Audit, Compliance, Risk, and Ethics (ACRE) Committee. The ACRE Committee's oversight role is defined in the committee's Charter, as approved by the Board of Retirement and the Board of Investments (Boards).
- The Program resides in a separate Ethics and Compliance Unit in the Legal Division. The Program is led by the Chief Ethics and Compliance Officer (CECO), who has the authority and responsibility to independently implement the Program. The CECO reports administratively to the Chief Counsel and functionally to the CEO and the ACRE Committee.
- The CECO will provide information to the CEO, senior leaders, and/or the ACRE Committee and Boards to facilitate (1) their oversight of the Program and (2) their ability to respond to ethics and compliance concerns.
- The CEO and Chief Counsel will not be involved in any matter as to which they have a conflict of interest. In the event of a conflict on the part of the CECO on any matter, the Chief Counsel will confer with the CEO and the Audit Committee Chair.

### IV. OBJECTIVES

- **Ethics and Compliance Objectives.**

The Program independently and objectively performs the following functions:

- A. Establish and maintain the Program as a sound and durable structure in LACERA;
- B. Conduct ethics and compliance risk assessments;
- C. Monitor, review, evaluate, and make recommendations to improve ethics and compliance in LACERA's operational processes and business practices;
- D. Review and provide input on policies and procedures;
- E. Provide ethics and compliance training;
- F. Maintain channels for LACERA staff and others to report suspected misconduct and seek guidance on ethics and compliance matters;
- G. Respond to, investigate or participate in investigations, and make recommendations regarding ethics and compliance concerns;
- H. Report to the CEO and other senior leaders, the ACRE Committee, and the Boards regarding the Program and organizational ethics and compliance; and

I. Annually self-assess, seek review of the Program, and adjust as needed.

- **Consulting and Advisory Objectives.**

The Program will work collaboratively with other divisions, management, the ACRE Committee, and the Boards to provide formal or informal consultation and advice to identify, evaluate, and mitigate potential risks and make recommendations regarding ethics and compliance controls.

**V. STANDARDS FOR INDEPENDENT AND OBJECTIVE OPERATION OF THE PROGRAM**

- Charters. The Program is designed and implemented in accordance with the terms of this Charter and the ACRE Committee Charter.

- Best Practices and Education. The Program incorporates best practices among public pension ethics and compliance programs and is designed and implemented in light of LACERA's fiduciary duty and other legal responsibilities as outlined in Section II above. The CECO and other participants in the Program will regularly seek continuing education in ethics and compliance.

- Independence and Objectivity. The Program operates independently and objectively, seeking continuous improvement in LACERA's ethical conduct and compliance with laws, regulations, policies, and procedures. Independence and objectivity mean that the Program will remain free from interference and internal or external conflicts of interest. Annually, the CECO will assure the CEO and the ACRE Committee that the Program is operating independently and with no conflicts of interest. The CECO will immediately disclose to the CEO and the ACRE Committee all actual or attempted interference with the Program and all conflicts of interest.

- Collaboration. The Program will employ a collaborative approach with all LACERA divisions, while maintaining independence and objectivity.

**VI. AUTHORITY FOR ACCESS**

The CECO and Ethics and Compliance Unit staff, with strict accountability for confidentiality and the safeguarding of records and information, are authorized full, free, and unrestricted access to any and all of LACERA's hard copy and electronic records, data maintained within IT systems or databases, physical properties, and personnel pertinent to carrying out the work of the Program, excluding the work papers of Internal Audit. All employees are required to cooperate with and assist the Program in performing its roles and responsibilities.

The CECO has unrestricted access to communicate directly with the CEO, the ACRE Committee, and the Boards, subject to the requirements of the Ralph M. Brown Act.

## VII. SCOPE OF PROGRAM ACTIVITIES

The Program seeks to identify and address ethics and compliance risks; monitor and evaluate operations for compliance and ethical conduct; review and provide input on policies, procedures, and practices; maintain channels for LACERA staff and others to report suspected misconduct and seek guidance; provide training to ensure organizational ethics and compliance awareness; investigate potential issues and violations and make recommendations; and advise and report on LACERA's ethics and compliance to the CEO and other senior leaders, the ACRE Committee, and Boards. The Program includes consulting and advisory work, as requested.

- A. *Ethics and Compliance Program Framework*. The Program will be appropriately staffed within the Ethics and Compliance Unit of the Legal Division. The Program's authority and independence will be protected through the CECO's reporting to the CEO and the ACRE Committee. The multi-divisional staff Ethics and Compliance Committee will assist the CECO in operationalizing the Program and otherwise providing staff input and support to the Program. The Program will also use other methods to promote and obtain staff input, involvement, and engagement.
- B. *Ethics and Compliance Risk Assessment*. The Program will perform ethics and compliance risk assessments no less than every two years to review organization-wide conduct, operations, and processes to proactively anticipate, identify, evaluate, and monitor potential ethics and compliance risks and gaps. Assessment findings will be reported to the CEO, other senior leaders, and the ACRE Committee, along with guidance on upgrading current or establishing new controls to mitigate any identified ethics and compliance risks.
- C. *Monitoring*. The Program will review and monitor LACERA's relevant operations and business practices, as appropriate, to promote organization-wide compliance with laws, regulations, policies, procedures, and standards of ethical conduct. The Program will make recommendations for improvement in compliance and ethics controls, working collaboratively with all divisions to receive and provide information.
- D. *Review of Policies and Procedures*. The Program, with the participation of the Ethics and Compliance Committee, will review and provide input on new and revised policies before they are finalized and will ensure that existing policies are reviewed on a regular cycle and updated as indicated. The Program will:
  1. Serve as a resource for ethics and compliance questions or issues relating to the development of policies and procedures.
  2. Provide guidance on the drafting of policies and procedures, including the Code of Ethical Conduct and the Conflict of Interest Code.

3. Identify operations or ethics and compliance control gaps and risks requiring new policies and procedures; and recommend new policies and procedures as indicated.
  4. Determine timing for periodic review and updating of policies and procedures as indicated by the scope of the particular policy or procedure.
- E. Vendor/Third-Party Ethics, Compliance, and Risk Management. The Program will review and monitor ethics and compliance controls for vendor management and other third-parties with which LACERA does business, including ethics and compliance risk management, ethics and compliance controls related to procurement and contracting, monitoring of performance of ethics and compliance-related contract requirements, investigation of ethics and compliance-related concerns, and enforcement of ethics and compliance-related rights.
- F. Privacy. The Program will review and monitor ethics and compliance controls to protect the privacy of member information and confidentiality of other information created, received, or shared by LACERA, including internal and external vendor activities. The CECO will serve as LACERA's Privacy Officer.
- G. Training. The Program will provide risk-based compliance training on LACERA's governing laws, regulations, policies, and procedures on a regular cycle. The Program will also provide training on LACERA's values and ethics, including LACERA's Code of Ethical Conduct, Conflict of Interest Code, and other ethical standards and expectations. The Program will include training on the purpose and importance of an ethics and compliance program.
- H. Channels for Staff to Report Ethics and Compliance Concerns. The Program will provide channels, including but not limited promoting and assisting with the Ethics Hotline, through which staff and others are encouraged to report suspected misconduct and express other comments and concerns about organizational ethics and compliance.
- I. Program Investigation, Response, and Commitment to Non-Retaliation. The Program will evaluate, investigate, respond to, and recommend remediation or other resolution, as needed, of internal and external reports, comments, and concerns regarding ethics and compliance and any alleged violations of applicable laws, regulations, policies, procedures, and ethical standards. The Program will promote understanding of LACERA's commitment to non-retaliation against those who express concerns or participate in investigations.
- J. Reporting. The Program will regularly report to the CEO, senior leaders, and the ACRE Committee concerning its status and efforts, including information to facilitate the CEO, other leaders, and the ACRE Committee's oversight of the

Program and awareness of ethics and compliance concerns. Reporting will also be made to the Boards as needed relating to matters under their authority.

- K. Self-Assessment and Review of Program. The Program will annually conduct a self-assessment against the requirements of this Charter, best practices, and key performance indicators in order to provide quality assurance and improvement of the Program.

## VIII. ACCOUNTABILITY OF THE PROGRAM

The Program, in the discharge of its duties and under the leadership of the CECO, shall be accountable to the CEO and the ACRE Committee for the following:

- A. Program Staff. Select, train, develop, and retain competent Ethics and Compliance Unit staff that collectively have the ability to meet the requirements of this Charter. Changes in Program staff will be reported to the ACRE Committee.
- B. LACERA Staff Input, Involvement, and Reporting. Develop a process for staff input into the Program, which will be reported to the ACRE Committee. The process will include an Ethics and Compliance Committee (ECC) consisting of a cross-section of LACERA staff to serve an advisory function to the CECO. The ECC meets monthly to discuss ethics and compliance issues, review policies and procedures, maintain a list of ethics and compliance training opportunities, and discuss Program implementation issues.
- C. Annual Work Plan. Annually develop a written Program work plan, which is presented to the CEO and the ACRE Committee for review and approval and provide quarterly status reports thereafter.
- D. Program Budget. Annually provide a proposed budget for the Ethics and Compliance Unit of the Legal Division that corresponds to the Program work plan.
- E. Investigations. Provide written quarterly qualitative reports on the subject matter of alleged concerns and violations that are received, the response, including any investigations, and the outcome.
- F. Policies and Procedures. Provide written quarterly reports of any policy and procedure review.
- G. Vendor/Third-Party Ethics, Compliance, and Risk Management. Provide quarterly reports on vendor/third-party ethics and compliance risks and organizational management and response.
- H. Annual Ethics and Compliance Report. Provide a written annual report

regarding the status of the Program and LACERA's overall ethics and compliance performance.

- I. Annual Privacy Report. Provide a written annual report regarding the status of LACERA's efforts to protect the privacy of member information and the confidentiality of other organizational information held internally and by LACERA vendors.
- J. Self-Assessment and Program Review. Provide the CEO, other senior leaders, and the ACRE Committee with a written annual report of the annual Program self-assessment and review, including metrics based on key performance criteria, for review and discussion.

#### **IX. RESPONSIBILITIES OF MANAGERS, SUPERVISORS, AND STAFF**

Every LACERA manager, supervisor, and staff member, temporary worker, and contractor has a significant role in implementing and supporting the Program and in promoting ethical and compliant conduct in the organization.

- A. Managers and Supervisors. Every LACERA manager and supervisor has a duty to communicate and model the requisite ethical standards and to act in accordance with all laws, regulations, policies, procedures, and business practices, including LACERA's Code of Ethical Conduct. In addition to modeling an ethics and compliance mindset and setting behavioral norms, managers and supervisors have a duty to promote a culture of ethics and compliance by creating a space for all staff members, temporary workers, and contractors to safely report any ethics and compliance concerns without retaliation.
- B. Staff Members. Every LACERA staff member, temporary worker, and contractor has a responsibility to perform day-to-day operations in accordance with the highest ethical standards and to adhere to all laws, regulations, policies, procedures, and business practices, including LACERA's Code of Ethical Conduct. Every LACERA staff member, temporary worker, and contractor has a duty to report any activity or behavior that falls below those standards or does not comport with laws, regulations, policies, procedures, and business practices.

#### **X. CHARTER REVIEW**

This Charter shall be reviewed yearly until the Program is fully operational and the Ethics and Compliance Unit is developed and staffed. Once those milestones are met, review shall be every three years, unless otherwise indicated.



December 26, 2023

**TO:** Trustees, Board of Retirement

**FOR:** Board of Retirement Meeting on January 3, 2024

**SUBJECT:** Ratification of Service Retirement and Survivor Benefit Application Approvals

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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 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JOSE S. ACERO	SHERIFF Dept.#SH	12-12-2023	34 YRS 01½ MOS
DERRICK S. ALFRED	SHERIFF Dept.#SH	02-01-2024	34 YRS 11½ MOS
EDWIN E. ALVAREZ	SHERIFF Dept.#SH	01-31-2024	38 YRS 08½ MOS
TODD T. BARNES	SHERIFF Dept.#SH	02-02-2024	34 YRS ½ MOS
SALVADOR BECERRA JR	SHERIFF Dept.#SH	01-31-2024	33 YRS 11½ MOS
MARK A. BORGES	SHERIFF Dept.#SH	01-31-2024	37 YRS 11½ MOS
ROLANDO BRACAMONTES	SHERIFF Dept.#SH	12-30-2023	35 YRS 00 MOS
ELIZABETH CANO	SHERIFF Dept.#SH	01-09-2024	28 YRS 01½ MOS
MICHAEL D. CHAVARRIE	LA COUNTY FIRE DEPT Dept.#FR	01-31-2024	29 YRS 04½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PEARL M. CRUZ	SHERIFF Dept.#SH	01-31-2024	16 YRS 08½ MOS
JULIE A. DARBY	SHERIFF Dept.#SH	01-30-2024	29 YRS 03 MOS
MICHAEL T. DECK	DISTRICT ATTORNEY Dept.#DA	01-27-2024	35 YRS 03 MOS
STEPHEN M. DOUCETTE	SHERIFF Dept.#SH	01-31-2024	33 YRS 11½ MOS
ERIC M. DOWNING	L A COUNTY FIRE DEPT Dept.#FR	01-21-2024	27 YRS 05 MOS
ROBERT F. ESPINOSA	L A COUNTY FIRE DEPT Dept.#FR	01-27-2024	33 YRS 02 MOS
KENNETH P. FELIX	SHERIFF Dept.#SH	01-31-2024	25 YRS 04½ MOS
DAVID E. FORD	SHERIFF Dept.#SH	01-02-2024	23 YRS 03½ MOS
STEPHEN C. FOWLER	L A COUNTY FIRE DEPT Dept.#FR	01-29-2024	25 YRS 00 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
DAVID W. FULLER	SHERIFF Dept.#SH	02-29-2024	29 YRS 04 MOS
DOUGLAS H. GALINDO	L A COUNTY FIRE DEPT Dept.#FR	01-27-2024	32 YRS 08 MOS
STEVEN D. GLOVER	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	23 YRS 04½ MOS
GUILLERMO J. GONZALEZ	L A COUNTY FIRE DEPT Dept.#FR	01-05-2024	25 YRS 06½ MOS
GLEN P. HEINRICH	SHERIFF Dept.#SH	03-05-2024	31 YRS 09½ MOS
MICHAEL S. HOLLOWAY	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	22 YRS 07½ MOS
JOSEPH P. INZALACO	SHERIFF Dept.#SH	12-29-2023	35 YRS 02 MOS
TERRY G. JOHNSON	SHERIFF Dept.#SH	12-31-2023	05 YRS 07½ MOS
DO UNG KWON	SHERIFF Dept.#SH	01-31-2024	23 YRS ½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JAMES D. LILE	LA COUNTY FIRE DEPT Dept.#FR	03-31-2024	34 YRS 09½ MOS
ROBIN A. LIMON	SHERIFF Dept.#SH	01-20-2024	34 YRS 07 MOS
GREGORY T. LOMBARDO	LA COUNTY FIRE DEPT Dept.#FR	12-31-2023	33 YRS 09½ MOS
STEPHEN R. LONGAN	SHERIFF Dept.#SH	01-31-2024	29 YRS ½ MOS
ADALBERTO G. LOZANO	SHERIFF Dept.#SH	11-03-2023	16 YRS 10 MOS
KIMBERLY A. MENDOZA	SHERIFF Dept.#SH	01-08-2024	27 YRS 02½ MOS
MICHAEL M. MENDOZA	SHERIFF Dept.#SH	12-26-2023	37 YRS 02 MOS
DANIEL E. NAGELMANN	SHERIFF Dept.#SH	02-01-2024	32 YRS ½ MOS
LASHAWN NEAL	SHERIFF Dept.#SH	01-31-2024	29 YRS 04½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
EDWARD J. NIEMELA	L A COUNTY FIRE DEPT Dept.#FR	12-12-2023	31 YRS 10 MOS
LA SHON D. O'BANNON	SHERIFF Dept.#SH	01-31-2024	31 YRS 01½ MOS
VINCENT D. ORTIZ	SHERIFF Dept.#SH	01-31-2024	22 YRS 03 MOS
MIGUEL PADILLA	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	38 YRS 05½ MOS
TODD S. PAINTON	L A COUNTY FIRE DEPT Dept.#FR	11-23-2023	03 YRS 01 MOS
JOSE A. PINEDA	SHERIFF Dept.#SH	01-15-2024	33 YRS 07½ MOS
MARIA REYNOLDS	SHERIFF Dept.#SH	12-30-2023	33 YRS 05 MOS
JOSE F. RODRIGUEZ	SHERIFF Dept.#SH	11-30-2023	17 YRS 03 MOS
LANCE E. SMITSON	L A COUNTY FIRE DEPT Dept.#FR	01-29-2024	35 YRS 03 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PAUL C. SOTEROPOULOS	L A COUNTY FIRE DEPT Dept.#FR	03-29-2024	29 YRS 00 MOS
STANLEY THOMAS	SHERIFF Dept.#SH	02-29-2024	27 YRS 01 MOS
DANIEL F. TIMBOE	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	33 YRS 02½ MOS
JAIME VALENZUELA	SHERIFF Dept.#SH	12-30-2023	32 YRS 03 MOS
RICHARD R. WEISE	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	36 YRS 03½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
DEAN W. AARDEMA	CHIEF EXECUTIVE OFFICE Dept.#AO	02-29-2024	35 YRS 01 MOS
BRIAN T. ADAMS	PROBATION DEPARTMENT Dept.#PB	02-29-2024	33 YRS 08 MOS
OITEI L. AKAHORI	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-19-2024	43 YRS 03½ MOS
ZARUI AKOPYAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2023	25 YRS 01½ MOS
MARIA C. ALAMIL	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-31-2024	31 YRS 04 MOS
NELI ALISHAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2023	28 YRS 11½ MOS
MONICA V. ALLEN	TREASURER AND TAX COLLECTOR Dept.#TT	12-30-2023	15 YRS 01 MOS
CHERYL L. ALLEN-GOODWI	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-29-2024	35 YRS 10 MOS
ANA D. ALVARENGA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-29-2024	28 YRS 11 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ROSA AMARAL	PROBATION DEPARTMENT Dept.#PB	12-05-2023	24 YRS 03 MOS
TONIA L. AMOS JONES	MENTAL HEALTH Dept.#MH	01-31-2024	30 YRS 01 MOS
ADORACION P. ANCHO	JUVENILE COURT HEALTH SERVICES Dept.#HJ	12-31-2023	17 YRS 04½ MOS
CONCEPCION APODACA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	03-30-2024	25 YRS 07 MOS
LAURENCE J. ARDITO	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-30-2023	20 YRS 00 MOS
RAZAK T. AYoola	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	32 YRS 05½ MOS
DAVID BAEZA	PROBATION DEPARTMENT Dept.#PB	12-29-2023	37 YRS 11 MOS
FREDY N. BALCARCEL	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	07-14-2023	32 YRS 04 MOS
GERMAN BELTRAN	AGING DEPARTMENT Dept.#AG	11-30-2023	29 YRS ½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PATRICIA A. BLANCHARD	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-31-2023	34 YRS 05½ MOS
JAMES D. BLANKENSHIP	SHERIFF Dept.#SH	02-25-2024	34 YRS 07 MOS
PATRICIA L. BLAYLOCK	CHILDREN & FAMILY SERVICES Dept.#CH	02-28-2024	33 YRS 01 MOS
JACQUELINE BLIVENS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	24 YRS 05 MOS
HANIA BOCKLEN	PROBATION DEPARTMENT Dept.#PB	02-29-2024	31 YRS 07 MOS
BONNIE L. BOGENBERGER	SUPERIOR COURT/COUNTY CLERK Dept.#SC	02-01-2024	25 YRS 10½ MOS
MARTIN M. BOHORQUEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	19 YRS 00 MOS
THOMAS M. BOOTH	MENTAL HEALTH Dept.#MH	12-31-2023	10 YRS ½ MOS
DONALD R. BOYD	PROBATION DEPARTMENT Dept.#PB	01-30-2024	37 YRS 02 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
CARLETON A. BROWN	PROBATION DEPARTMENT Dept.#PB	01-27-2024	27 YRS 11 MOS
KAREN R. BROWN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	34 YRS 01½ MOS
CHARLES BROWN	CHILDREN & FAMILY SERVICES Dept.#CH	02-29-2024	40 YRS 01 MOS
SHERRI BROWN-LYDAY	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-30-2023	41 YRS 09 MOS
ELSA I. CAMACHO	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-29-2023	39 YRS 07 MOS
ANNE M. CARLSON	SHERIFF Dept.#SH	01-28-2024	25 YRS 04 MOS
WALTER L. CARPENTER JR	PROBATION DEPARTMENT Dept.#PB	03-30-2024	35 YRS 00 MOS
CYNTHIA CARREON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	37 YRS 10 MOS
LETICIA CARREON DE G	CHILDREN & FAMILY SERVICES Dept.#CH	02-15-2024	35 YRS ½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ERNEST J. CASTRO	PROBATION DEPARTMENT Dept.#PB	01-31-2024	35 YRS ½ MOS
ELIZABETH CERVANTES	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	11-30-2023	40 YRS 09 MOS
DAVID T. CHANG	AUDITOR - CONTROLLER Dept.#AU	01-31-2024	37 YRS 09½ MOS
GREGORY M. CHASE	CHILDREN & FAMILY SERVICES Dept.#CH	02-29-2024	35 YRS 02½ MOS
MAI TRUC T. CHAU	PUBLIC WORKS Dept.#PW	02-01-2024	34 YRS 05½ MOS
WENDY K. CHAYASRIWONG	MENTAL HEALTH Dept.#MH	01-31-2024	20 YRS 03½ MOS
TONY CHEN	INTERNAL SERVICES Dept.#IS	03-29-2024	30 YRS 04 MOS
GUANG Y. CHENG	INTERNAL SERVICES Dept.#IS	12-20-2023	05 YRS 04½ MOS
JENNY Y. CHENG	PUBLIC LIBRARY Dept.#PL	01-07-2024	33 YRS 10½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ROBYN L. CHEW	ALTERNATE PUBLIC DEFENDER Dept.#AD	01-27-2024	38 YRS 06 MOS
PETROS CHILIAN	PUBLIC HEALTH PROGRAM Dept.#PH	01-16-2024	22 YRS 01 MOS
BLANCA N. CHOY	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-30-2023	28 YRS 09 MOS
SAULO CISNEROS JR	SHERIFF Dept.#SH	01-31-2024	16 YRS 02½ MOS
DONALD V. COFFEY	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-29-2023	38 YRS 01½ MOS
SHELLEY R. COLLIER	ECONOMIC AND WORKFORCE DEV Dept.#EW	12-29-2023	39 YRS 03 MOS
PRISCILLA J. CONKRITE	MENTAL HEALTH Dept.#MH	02-16-2024	13 YRS 00 MOS
DONNA D. CONLEY	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	25 YRS ½ MOS
CONCHITA CORONA	PUBLIC HEALTH PROGRAM Dept.#PH	12-29-2023	43 YRS 09 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ROBERTO E. CORPENO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-02-2024	33 YRS 02½ MOS
MINERVA CORRAL	INTERNAL SERVICES Dept.#IS	12-29-2023	23 YRS 06 MOS
LINA D. CORVERA	SHERIFF Dept.#SH	01-20-2024	43 YRS 07 MOS
DARLENE DANCER	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-31-2023	44 YRS 04½ MOS
MANOLO Y. DELA CRUZ	CHILDREN & FAMILY SERVICES Dept.#CH	03-30-2024	15 YRS 08 MOS
DAISY DIAZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-31-2024	18 YRS 05½ MOS
ANGELIA M. DICKERSON	PROBATION DEPARTMENT Dept.#PB	12-30-2023	39 YRS 11 MOS
PHUOC MY DIEN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-01-2024	38 YRS 04½ MOS
MAGGIE P. DIXON	SHERIFF Dept.#SH	12-29-2023	32 YRS 00 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
STEVEN DONG	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	02-29-2024	37 YRS 10 MOS
ALLISON J. DREW	PUBLIC DEFENDER Dept.#PD	12-22-2023	30 YRS 00 MOS
MYHANH L. DUONG	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-02-2024	29 YRS 09½ MOS
ROSARIO C. ELIAS	AUDITOR - CONTROLLER Dept.#AU	12-30-2023	25 YRS 08 MOS
ANNA P. EMEDOM	AMBULATORY CARE NETWORK Dept.#HN	12-31-2023	24 YRS 04 MOS
MARCHELLE D. ENGLISH	PROBATION DEPARTMENT Dept.#PB	12-30-2023	34 YRS 10 MOS
MARILYN R. ESCALONA	CHILD SUPPORT SERVICES Dept.#CD	01-31-2024	27 YRS 06½ MOS
REBECCA ESTRADA	CHILDREN & FAMILY SERVICES Dept.#CH	01-31-2024	39 YRS 06½ MOS
ARCANGELO FAIELLA	SHERIFF Dept.#SH	02-29-2024	41 YRS 09 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LAURENCE J. FAIRBROTHER	INTERNAL SERVICES Dept.#IS	12-07-2023	19 YRS 08½ MOS
NATIVIDAD FEDERICO	MENTAL HEALTH Dept.#MH	02-01-2024	22 YRS 08½ MOS
GINA FERRARA	CORRECTIONAL HEALTH Dept.#HC	01-03-2024	15 YRS 04½ MOS
ARTURO B. FLORES	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-30-2023	25 YRS 07 MOS
OLIVIA M. FLUKER	PROBATION DEPARTMENT Dept.#PB	12-30-2023	25 YRS 04 MOS
VIRGIL D. FOWLER	PUBLIC WORKS Dept.#PW	12-31-2023	33 YRS 06½ MOS
RAYNARD FRANKLIN	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-08-2023	31 YRS 04 MOS
JUDITH FUENTEZ MOSC	PROBATION DEPARTMENT Dept.#PB	02-01-2024	35 YRS 04½ MOS
SANDRA K. FULLBRIGHT	PROBATION DEPARTMENT Dept.#PB	12-29-2023	22 YRS 07 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ANNA GARCIA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-25-2023	37 YRS 07 MOS
ANA MARIA L. GARCIA	ALTERNATE PUBLIC DEFENDER Dept.#AD	01-30-2024	26 YRS 09 MOS
JERYLON J. GARDNER	DISTRICT ATTORNEY Dept.#DA	02-29-2024	25 YRS 09 MOS
AQUANETTA L. GAYDEN	MENTAL HEALTH Dept.#MH	11-30-2023	43 YRS 01½ MOS
FRANK A. GENOVESE	SHERIFF Dept.#SH	01-31-2024	31 YRS 03½ MOS
ANA MARIA GOMEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-30-2023	35 YRS 05 MOS
LUPE GOMEZ	SHERIFF Dept.#SH	03-30-2024	25 YRS 01 MOS
ARLENE GOMEZ	PARKS AND RECREATION Dept.#PK	01-20-2024	25 YRS 00 MOS
LORRAINE V. GONZALES	REGIONAL PLANNING Dept.#RP	02-23-2024	48 YRS 07 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
GEORGE GONZALEZ	PROBATION DEPARTMENT Dept.#PB	01-31-2024	34 YRS 08½ MOS
JAIME E. GONZALEZ	RANCHO LOS AMIGOS HOSPITAL Dept.#HR	01-31-2024	26 YRS 06½ MOS
CAROLYN D. GRAY-DAWSON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	37 YRS 01 MOS
ROBERT L. GRINDLE	PUBLIC WORKS Dept.#PW	02-29-2024	40 YRS 10 MOS
ROSA E. GUERRA	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-30-2023	47 YRS 05 MOS
REBECCA ANN GUTIERREZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-15-2023	44 YRS 02½ MOS
RAYMOND HAKOOPIAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	31 YRS 11 MOS
ETTA M. HARDY	SHERIFF Dept.#SH	12-15-2023	33 YRS 08½ MOS
JEFFREY M. HARKAVY	SUPERIOR COURT/COUNTY CLERK Dept.#SC	03-04-2024	36 YRS 04 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MICHAEL T. HASHIMOTO	INTERNAL SERVICES Dept.#IS	12-29-2023	36 YRS 07 MOS
FAHIMA HELMANDI	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-07-2023	22 YRS 01½ MOS
CLARA HIDALGO	HEALTH SERVICES ADMINISTRATION Dept.#HS	01-31-2024	34 YRS 03½ MOS
KIN A. HILAIRE	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-31-2023	38 YRS 04½ MOS
KIMBERLY D. HINES	LACERA Dept.#NL	01-08-2024	39 YRS 02½ MOS
PHAN T. HO	SHERIFF Dept.#SH	02-24-2024	39 YRS 10 MOS
DARLENE Q. HOANG	AUDITOR - CONTROLLER Dept.#AU	02-03-2024	40 YRS 08½ MOS
MELAN HOANG	SHERIFF Dept.#SH	02-22-2024	30 YRS 05½ MOS
LINDY HOGAN	AMBULATORY CARE NETWORK Dept.#HN	12-30-2023	35 YRS 02 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
GLORIA HOLDER	SHERIFF Dept.#SH	01-29-2024	12 YRS 02 MOS
JACKIE HONES	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	03-30-2024	29 YRS 03 MOS
DEBORAH K. HONG	PUBLIC DEFENDER Dept.#PD	11-30-2023	23 YRS 01 MOS
ANDREA HURTADO	PUBLIC HEALTH PROGRAM Dept.#PH	01-26-2024	33 YRS 07 MOS
ANDREA G. HUTCHISON	HEALTH SERVICES ADMINISTRATION Dept.#HS	01-31-2024	24 YRS 09½ MOS
MARIA G. INIGUEZ	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-31-2024	34 YRS 01½ MOS
CHUCK J. JESTER	MILITARY & VETRANS AFFAIRS Dept.#MV	01-31-2024	43 YRS 05½ MOS
YOLANDA L. JOHNSON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-29-2024	25 YRS 01 MOS
WILLIETTE D. JONES	CHILDREN & FAMILY SERVICES Dept.#CH	01-31-2024	37 YRS 07½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
DIANN L. KAAINOA	MENTAL HEALTH Dept.#MH	01-19-2024	22 YRS 04 MOS
LILIA I. KANANOVA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	25 YRS 02 MOS
KAREN L. KELLEY	SHERIFF Dept.#SH	02-29-2024	15 YRS 01 MOS
MOHSEN F. KERIAKOUS	ANIMAL CONTROL Dept.#AN	01-20-2024	20 YRS 07 MOS
TWILA P. KERR	BOARD OF SUPERVISORS Dept.#BS	02-15-2024	34 YRS 06½ MOS
PAUL T. KIM	PUBLIC WORKS Dept.#PW	01-27-2024	20 YRS 04 MOS
SHERYL A. KNOX	CHILDREN & FAMILY SERVICES Dept.#CH	12-31-2023	19 YRS 01 MOS
KARINE KOSEYAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-29-2023	22 YRS 10½ MOS
STEPHANIE L. LAM	SHERIFF Dept.#SH	01-26-2024	40 YRS 00 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MARTHA I. LARIOS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	22 YRS 04½ MOS
LUCY LAVEA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	23 YRS 02½ MOS
LYDIA M. LAY	TREASURER AND TAX COLLECTOR Dept.#TT	02-28-2024	35 YRS 06 MOS
ASELEFECH LEMMA	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-30-2023	33 YRS 02 MOS
MARGOT E. LEON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-01-2024	33 YRS 03½ MOS
CARLOS J. LEON	PROBATION DEPARTMENT Dept.#PB	01-31-2024	20 YRS 03½ MOS
SHARISSE L. LEWIS	HEALTH SERVICES ADMINISTRATION Dept.#HS	01-31-2024	34 YRS 10½ MOS
LINDA G. LEWIS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	25 YRS 05 MOS
LINDA LOPEZ	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	10-28-2023	33 YRS 04½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PATRICIA G. LOPEZ	MENTAL HEALTH Dept.#MH	03-29-2024	25 YRS 00 MOS
LINDA M. LYONS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	33 YRS 01½ MOS
LEOPOLDO MACIAS JR.	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-05-2024	18 YRS 03½ MOS
ENRIQUE MAGDALENO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-01-2024	35 YRS 08½ MOS
SHEILA K. MALLETT	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-30-2023	37 YRS 06 MOS
TERRACE J. MANLEY	PUBLIC WORKS Dept.#PW	01-31-2024	35 YRS 01½ MOS
NOEMI MARTINEZ ELI	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-30-2023	10 YRS 09 MOS
STEPHANIE S. MAXBERRY	ECONOMIC AND WORKFORCE DEV Dept.#EW	02-01-2024	45 YRS 11½ MOS
IRA MC TILLER	AMBULATORY CARE NETWORK Dept.#HN	12-01-2023	28 YRS 04 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
PAULA E. MCGEHEE	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	42 YRS 01 MOS
SAVOEUN MEN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	22 YRS 06 MOS
GRACE R. MESA	PUBLIC HEALTH PROGRAM Dept.#PH	01-26-2024	34 YRS 07 MOS
TATYANA V. MESA	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-01-2024	15 YRS 07½ MOS
TERESA L. MILLER	PROBATION DEPARTMENT Dept.#PB	01-27-2024	26 YRS 07 MOS
YOLANDA MINGO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	30 YRS 04 MOS
GUSTAVO MINO	CHILDREN & FAMILY SERVICES Dept.#CH	11-30-2023	19 YRS 04 MOS
ARACELI C. MIRANDA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	35 YRS 02½ MOS
ANA E. MONTERROSA	SHERIFF Dept.#SH	12-29-2023	40 YRS 00 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
TERESA MONTEZ	ALTERNATE PUBLIC DEFENDER Dept.#AD	12-30-2023	46 YRS 00 MOS
LOLA J. MOORE	SUPERIOR COURT/COUNTY CLERK Dept.#SC	02-29-2024	38 YRS 04 MOS
THELMA D. MORALES	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-30-2023	26 YRS 02 MOS
RADA MOSLEY	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-16-2024	39 YRS 00 MOS
SILVIA MUNIZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-27-2024	30 YRS 01 MOS
MICHELE C. MYERS	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	11-30-2023	27 YRS 08 MOS
VICTOR R. NARVAEZ	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-30-2023	28 YRS 03 MOS
THOMAS NAVARETTE	PUBLIC WORKS Dept.#PW	12-13-2023	15 YRS 03½ MOS
LEO V. NEVADA	SHERIFF Dept.#SH	12-30-2023	15 YRS 06 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
BRIAN L. NEW	PUBLIC WORKS Dept.#PW	11-30-2023	35 YRS 09 MOS
NGUYET P. NGUYEN	PUBLIC HEALTH PROGRAM Dept.#PH	01-03-2024	44 YRS 04½ MOS
LAN-ANH K. NGUYEN	SUPERIOR COURT/COUNTY CLERK Dept.#SC	03-30-2024	33 YRS 03 MOS
THUY NGUYEN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	25 YRS 03½ MOS
CUNG T. NGUYEN	PUBLIC WORKS Dept.#PW	01-31-2024	40 YRS ½ MOS
DAWNA R. O'GILVIEPOPE	PROBATION DEPARTMENT Dept.#PB	12-30-2023	37 YRS 01½ MOS
CHUN WON OH	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	41 YRS 09 MOS
PEGGY S. OKI	PUBLIC WORKS Dept.#PW	01-26-2024	22 YRS 03½ MOS
NNENNE L. OKONKO	PUBLIC HEALTH PROGRAM Dept.#PH	12-30-2023	32 YRS 08 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LOUISA OKOYE	PUBLIC WORKS Dept.#PW	01-26-2024	36 YRS 00 MOS
FLORENCE OMOLAFE	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-01-2024	32 YRS 04½ MOS
TIEN M. ON-TRAN	AUDITOR - CONTROLLER Dept.#AU	01-31-2024	35 YRS 02 MOS
AMELIA OROZCO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	34 YRS 01 MOS
REBECCA PAIZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	33 YRS 01 MOS
KEVIN D. PARIS	PROBATION DEPARTMENT Dept.#PB	02-29-2024	30 YRS 04½ MOS
PABLO C. PATAG	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	19 YRS 06 MOS
VERNON L. PATTERSON	PUBLIC DEFENDER Dept.#PD	12-31-2023	30 YRS 07½ MOS
LEMUEL M. PENOLA	CORRECTIONAL HEALTH Dept.#HC	01-03-2024	16 YRS 04½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
CARLOS PEREZ	AGING DEPARTMENT Dept.#AG	12-31-2023	23 YRS 10½ MOS
SANDRA PEREZ	CHILDREN & FAMILY SERVICES Dept.#CH	12-30-2023	39 YRS 11 MOS
TIFFANY PHAN	AUDITOR - CONTROLLER Dept.#AU	01-31-2024	30 YRS ½ MOS
CAROLINE PIMENTEL	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-14-2023	33 YRS 09½ MOS
ROSA M. PINEDO	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	01-31-2024	26 YRS ½ MOS
WILLIAM J. POLACEK JR	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-31-2023	57 YRS 06 MOS
JENNIFER K. POON	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	02-01-2024	38 YRS 09 MOS
LUPE G. PORTER	CHILDREN & FAMILY SERVICES Dept.#CH	12-31-2023	35 YRS 05½ MOS
TASHA R. PORTER	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-01-2023	21 YRS ½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
VICTORIA QUINTERO	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	28 YRS 08½ MOS
VIRA RAMA	PUBLIC WORKS Dept.#PW	01-16-2024	33 YRS 07 MOS
MELODY RAMIREZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	02-16-2024	32 YRS 08 MOS
ROBIN A. RANDALL	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-08-2023	14 YRS 04½ MOS
JOHN P. REED	PARKS AND RECREATION Dept.#PK	10-28-2023	20 YRS 05½ MOS
LIDIA E. REEFER	SHERIFF Dept.#SH	12-25-2023	13 YRS 02½ MOS
PAMELA RICKS	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-30-2023	43 YRS ½ MOS
WILLIE F. ROBINSON J R	PROBATION DEPARTMENT Dept.#PB	01-31-2024	33 YRS 08½ MOS
DESIREE J. ROBINSON-MOO	CHILDREN & FAMILY SERVICES Dept.#CH	03-30-2024	26 YRS 04 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
RAMON JOSE S. ROBLES	PUBLIC WORKS Dept.#PW	01-26-2024	32 YRS 04 MOS
MARIA R. RODRIGUEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	02-28-2024	45 YRS 10 MOS
EDWARD RODRIGUEZ	PROBATION DEPARTMENT Dept.#PB	01-17-2024	31 YRS 11 MOS
RITA ROMERO	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-30-2023	50 YRS 09 MOS
NANCY C. ROSAS	PROBATION DEPARTMENT Dept.#PB	02-26-2024	38 YRS 11 MOS
THOMAS A. ROSEBROOK	MENTAL HEALTH Dept.#MH	01-27-2024	14 YRS 03 MOS
MELINDA A. ROUNDTREE	PARKS AND RECREATION Dept.#PK	01-31-2024	39 YRS 03½ MOS
RAMONA RUIZ	DISTRICT ATTORNEY Dept.#DA	11-30-2023	41 YRS 09 MOS
STEPHANIE A. RUSH	CHILDREN & FAMILY SERVICES Dept.#CH	12-09-2023	26 YRS 02 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
EDGARDO SAN ANDRES	SHERIFF Dept.#SH	02-29-2024	39 YRS 02 MOS
CARLOS SANCHEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-26-2024	32 YRS 03 MOS
LLOYD SANCHEZ	PUBLIC WORKS Dept.#PW	02-29-2024	30 YRS 04 MOS
CONCEPCION SANTANA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-27-2024	25 YRS 06 MOS
ARTASHES SARDARIAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-30-2023	26 YRS ½ MOS
GWENDOLYN P. SAUNDERS	PROBATION DEPARTMENT Dept.#PB	12-30-2023	35 YRS 11½ MOS
PAUL A. SCHMIDT	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-26-2024	34 YRS 03 MOS
LUZ SEGOVIANO	CHILD SUPPORT SERVICES Dept.#CD	12-30-2023	37 YRS 10 MOS
DAVID A. SEIDENFELD	CHIEF EXECUTIVE OFFICE Dept.#AO	02-17-2024	26 YRS 11 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LAILA R. SEIDENFELD	MENTAL HEALTH Dept.#MH	02-17-2024	34 YRS 04 MOS
MARTHA A. SHIMIZU	PUBLIC WORKS Dept.#PW	12-21-2023	07 YRS 04 MOS
KATHLEEN A. SINGH	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-13-2023	25 YRS 06 MOS
ROBERTA J. SPEARS-MATHE	CHILDREN & FAMILY SERVICES Dept.#CH	01-31-2024	36 YRS 04½ MOS
SRINUAL SRISUTASANA	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	12-30-2023	25 YRS 01 MOS
OTHELLA STEPHENS	CHILDREN & FAMILY SERVICES Dept.#CH	01-31-2024	32 YRS 04½ MOS
DIANE L. STONE	SHERIFF Dept.#SH	01-31-2024	37 YRS 10½ MOS
HOWARD L. TA	CHILDREN & FAMILY SERVICES Dept.#CH	12-06-2023	25 YRS 03½ MOS
LINDA A. TACCONELLI	PUBLIC WORKS Dept.#PW	02-29-2024	33 YRS 01½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
DON M. TAMURA	DISTRICT ATTORNEY Dept.#DA	01-27-2024	39 YRS 02 MOS
KADY THI	SHERIFF Dept.#SH	01-31-2024	25 YRS 06½ MOS
DEBORAH L. THOMAS	CHILDREN & FAMILY SERVICES Dept.#CH	11-30-2023	37 YRS 00 MOS
SHEENA R. TILLMAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-29-2023	29 YRS 11 MOS
DORA TOLEDO	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	02-29-2024	25 YRS 02 MOS
JAMES TORO	DISTRICT ATTORNEY Dept.#DA	01-30-2024	26 YRS 09 MOS
RALPH H. TORRES	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-28-2023	22 YRS 06 MOS
SALLY TORRES	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	16 YRS 07½ MOS
LETICIA TORRES	PUBLIC WORKS Dept.#PW	03-15-2024	21 YRS 10½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
TINA TRAN	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	03-01-2024	30 YRS 01½ MOS
JACQUELINE C. TRIMBLE	CHILDREN & FAMILY SERVICES Dept.#CH	01-15-2024	33 YRS 04½ MOS
JENNY TSAN	L A COUNTY FIRE DEPT Dept.#FR	01-31-2024	22 YRS 07½ MOS
MAGALY V. USEDA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-29-2024	25 YRS 05½ MOS
SILVIA VALDIVIA	AGING DEPARTMENT Dept.#AG	12-31-2023	30 YRS ½ MOS
RUDY VALDIVIA JR	PUBLIC WORKS Dept.#PW	12-29-2023	20 YRS 08 MOS
YVONNE M. VALENCIANO	REG-RECORDER/COUNTY CLERK Dept.#RR	01-30-2024	12 YRS 00 MOS
DANTES F. VALENZUELA	ASSESSOR Dept.#AS	01-31-2024	35 YRS 09½ MOS
TRINI VAN	PUBLIC WORKS Dept.#PW	02-29-2024	31 YRS 01 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
NADIA M. VARELA	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-31-2023	31 YRS 11½ MOS
CARLOS VARGAS JR	PROBATION DEPARTMENT Dept.#PB	12-30-2023	28 YRS 05 MOS
RONALD F. VASQUEZ	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-30-2024	38 YRS 09 MOS
DAVID R. VENABLE	REG-RECORDER/COUNTY CLERK Dept.#RR	03-30-2024	30 YRS 00 MOS
MARIA C. VENEGAS	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	12-30-2023	33 YRS 01 MOS
MARY T. VILLANUEVA	PUBLIC WORKS Dept.#PW	01-31-2024	39 YRS 02½ MOS
FRANK VILLEGAS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	12-30-2023	38 YRS 02 MOS
CINDY A. VUKIC	SHERIFF Dept.#SH	10-31-2023	43 YRS 05 MOS
SHIRLEY L. WADE	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-30-2023	49 YRS 06 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
CAROLINE Y. WALKER	PROBATION DEPARTMENT Dept.#PB	02-29-2024	41 YRS 08 MOS
SIDNEY F. WARE	PROBATION DEPARTMENT Dept.#PB	01-27-2024	40 YRS 03 MOS
CASTLE J. WARNER	LA COUNTY FIRE DEPT Dept.#FR	12-31-2023	33 YRS 11½ MOS
RICKY WASHINGTON	LA COUNTY FIRE DEPT Dept.#FR	01-26-2024	35 YRS 07 MOS
ROSALIND R. WATSON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	54 YRS 01½ MOS
ROBIN B. WESLEY	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	19 YRS 04½ MOS
KAREN T. WILKINSON-JU	HEALTH SERVICES ADMINISTRATION Dept.#HS	01-31-2024	45 YRS ½ MOS
TINA WILLIAMS	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	02-28-2024	30 YRS 02 MOS
LORIE J. WILLIAMS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	02-28-2024	36 YRS 02 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JEANNIE WONG	SUPERIOR COURT/COUNTY CLERK Dept.#SC	02-29-2024	41 YRS 01 MOS
ELLEN M. WOO	AMBULATORY CARE NETWORK Dept.#HN	01-31-2024	18 YRS 01½ MOS
LAURA WOOD	PROBATION DEPARTMENT Dept.#PB	02-01-2024	27 YRS 08½ MOS
DONNA M. WORDEN	PUBLIC HEALTH PROGRAM Dept.#PH	01-31-2024	36 YRS 11 MOS
TYRONE D. WRIGHT	REG-RECORDER/COUNTY CLERK Dept.#RR	11-17-2023	15 YRS 05½ MOS
CORINNE K. YAMAMOTO	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-11-2023	39 YRS 02½ MOS
MYRTLE C. YOUNG	CHILD SUPPORT SERVICES Dept.#CD	02-29-2024	45 YRS 03 MOS
RUTH M. ZANTINY	CHILDREN & FAMILY SERVICES Dept.#CH	11-01-2023	22 YRS 03 MOS
CELIA ZAVALA	BOARD OF SUPERVISORS Dept.#BS	01-05-2024	33 YRS ½ MOS

**BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024**

**BENEFIT APPROVAL LIST**

**GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
YI-JIAN ZHANG	CORRECTIONAL HEALTH Dept.#HC	01-31-2024	16 YRS 04½ MOS

**BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024**

**BENEFIT APPROVAL LIST**

**SAFETY SURVIVOR APPLICATIONS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MARIA G. CARDENAS	SHERIFF Dept.#SH	08-21-2023	10 YRS 09 MOS
WIFE of WILLIAM RIVERA COREA dec'd on 08-20-2023, Sect. #31781.3			

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL SURVIVOR APPLICATIONS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
JENNIFER L. GOSTYNSKI	PROBATION DEPARTMENT Dept.#PB	09-08-2023	14 YRS 07½ MOS
SPOUSE of ROBERT M PEDRAZA dec'd on 09-07-2023, Sect. #31781.1			
MEGALIS GUYNESS	PROBATION DEPARTMENT Dept.#PB	09-08-2023	08 YRS 05½ MOS
SPOUSE of STANLEY L GUYNESS dec'd on 09-07-2023, Sect. #31781.3			
MIGUEL A. HUERTA SR	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	09-05-2016	16 YRS 11½ MOS
SPOUSE of DEBBIE HUERTA dec'd on 09-04-2016, Sect. #31781.3			
KHANH C. NGUYEN	SHERIFF Dept.#SH	09-26-2023	06 YRS 07 MOS
SPOUSE of MAI-PHI T NGUYEN dec'd on 09-25-2023, Sect. #31781.1			
BRANDON K. PIERCE-JACKS	ALCOHOL/DRUG PGMS. ADMIN. Dept.#PG	12-31-2016	05 YRS 11 MOS
SON of KEITH T JACKSON dec'd on 12-30-2016, Sect. #31781.1			
MOHAMED H. SALEM	PUBLIC HEALTH PROGRAM Dept.#PH	10-29-2023	10 YRS 10½ MOS
HUSBAND of EVELYN SALEM dec'd on 10-28-2023, Sect. #31781.3			

**BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024**

**BENEFIT APPROVAL LIST**

**GENERAL SURVIVOR APPLICATIONS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
LISA R. WASHINGTON	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	07-31-2023	18 YRS 04 MOS
WIFE of WILLIAM H ATTMORE II dec'd on 07-30-2023, Sect. #31781.3			

**BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024**

**BENEFIT APPROVAL LIST**

**SAFETY MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
MARCUS D. FOWLER	SHERIFF Dept.#SH	12-01-2023	24 YRS 10½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
IRMA C. ALBARO	SHERIFF Dept.#SH	11-03-2023	14 YRS 09 MOS
PAULA L. BLAZER	Dept.#156	11-29-2023	12 YRS 10 MOS
ZORAIDA M. BLOCK	CORRECTIONAL HEALTH Dept.#HC	11-03-2023	17 YRS 11 MOS
JOY L. BURGNER	MENTAL HEALTH Dept.#MH	12-09-2023	12 YRS 00 MOS
MARLON O. BYRD	SHERIFF Dept.#SH	11-02-2023	17 YRS 00 MOS
ELVIRA CARRILLO	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	01-31-2024	27 YRS 01 MOS
GWENDOLYN M. CURRY	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	10-26-2023	17 YRS 11 MOS
ROBERT M. DONOHOE	PUBLIC WORKS Dept.#PW	11-13-2023	13 YRS 01 MOS
Y LESLIE GALLEGOS	MENTAL HEALTH Dept.#MH	01-01-2024	14 YRS 02 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
NORMA A. GARZA	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-01-2023	43 YRS 10½ MOS
ROSA D. GUEVARA	SFV CLUSTER-OLIVE VIEW/UCLA MC Dept.#HO	11-02-2023	06 YRS 02 MOS
LISA J. GUNNER	ASSESSOR Dept.#AS	11-17-2023	15 YRS 04 MOS
BRENT A. HALE	MENTAL HEALTH Dept.#MH	12-01-2023	18 YRS 11 MOS
CHARLENE HOOPER	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	01-01-2024	10 YRS 04 MOS
SHERYL L. ISAACS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	11-20-2023	44 YRS 10 MOS
VERNESSIA A. JAMES-BRADEN	ASSESSOR Dept.#AS	11-05-2023	14 YRS 00 MOS
ANDREW C. KIM	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-23-2023	17 YRS 02½ MOS
CHUN LEE	AMBULATORY CARE NETWORK Dept.#HN	12-30-2023	10 YRS 05 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ALFRED MARTINEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-15-2023	21 YRS 02½ MOS
ELVIA MARTINEZ	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	11-30-2023	16 YRS 00 MOS
REGINA R. MEADE	PUBLIC DEFENDER Dept.#PD	11-07-2023	16 YRS 05 MOS
LINDA MEYER	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-14-2023	23 YRS 06 MOS
DEBRA MILLER-DAVIS	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-09-2024	39 YRS 02 MOS
NELLI MINASYAN	SUPERIOR COURT/COUNTY CLERK Dept.#SC	01-22-2024	22 YRS 07 MOS
ALICIA NAKAISHI	DEPT OF PUBLIC SOCIAL SERVICES Dept.#SS	12-13-2023	17 YRS 04½ MOS
SHIRLEY L. PENNYWELL	NORTHEAST CLUSTER (LAC+USC) Dept.#HG	11-02-2023	38 YRS 01 MOS
SHIRLEY A. PIERCE	DISTRICT ATTORNEY Dept.#DA	11-20-2023	10 YRS 03 MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
ZIDE QIAN	MENTAL HEALTH Dept.#MH	11-09-2023	05 YRS 05 MOS
MONSERRAT C. REMEDIOS	PUBLIC HEALTH PROGRAM Dept.#PH	12-01-2023	05 YRS 03 MOS
ALICIA ROBINSON	SUPERIOR COURT/COUNTY CLERK Dept.#SC	12-01-2023	22 YRS 00 MOS
JOANN RODRIGUEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-22-2023	05 YRS 02½ MOS
DEIDRA SHAW	CHILDREN & FAMILY SERVICES Dept.#CH	01-31-2024	33 YRS 03½ MOS
JODI A. SHERMAN	CHILD SUPPORT SERVICES Dept.#CD	02-07-2024	30 YRS 06 MOS
WANDA K. SMITH	PROBATION DEPARTMENT Dept.#PB	11-28-2023	16 YRS 10 MOS
RONALD T. TAKIGUCHI	PUBLIC WORKS Dept.#PW	12-02-2023	22 YRS 08½ MOS
JOSE J. TAPIA	REG-RECORDER/COUNTY CLERK Dept.#RR	12-04-2023	18 YRS 05½ MOS

# BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024

## BENEFIT APPROVAL LIST

### GENERAL MEMBER APPLICATIONS FOR: SERVICE RETIREMENT FROM DEFERRED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>RETIRED</u>	<u>SERVICE</u>
IONA B. TARKINGTON	CHILDREN & FAMILY SERVICES Dept.#CH	12-02-2023	11 YRS 07 MOS
FRANKIE TUANAI	SOUTHWEST CLUSTER (MLK JR MC) Dept.#HK	10-06-2023	07 YRS 03 MOS
LINDA VACA	INTERNAL SERVICES Dept.#IS	11-03-2023	16 YRS 07 MOS
GRACE C. VALDEZ	SUPERIOR COURT/COUNTY CLERK Dept.#SC	11-04-2023	15 YRS 03 MOS
PATRICIA WILLIAMS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	10-18-2023	46 YRS 06½ MOS
MARILYN J. WILLIAMS	COASTAL CLUSTER-HARBOR/UCLA MC Dept.#HH	01-30-2024	41 YRS 10 MOS
ELIZABETH ZAMORA	HEALTH SERVICES ADMINISTRATION Dept.#HS	12-05-2023	15 YRS 10 MOS

**BOARD OF RETIREMENT MEETING OF JANUARY 3, 2024  
RESCISSIONS/CHANGES FROM BENEFIT APPROVAL LIST  
APPROVED ON DECEMBER 6, 2023**

**SAFETY MEMBER APPLICATIONS FOR SERVICE RETIREMENT**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>UPDATE</b>
MARIAN H JUNGK	DISTRICT ATTORNEY	CHANGE OF DATE TO November 21, 2023

**GENERAL MEMBER APPLICATIONS FOR SERVICE RETIREMENT**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>UPDATE</b>
MARIA D HOYOS	AUDITOR - CONTROLLER	CHANGE OF DATE TO December 30, 2023
EDITH M MC GUIRE	NORTHEAST CLUSTER (LAC+USC)	CHANGE OF DATE TO December 29, 2023
ROSARIO ARREDONDO	PUBLIC HEALTH PROGRAM	CHANGE OF DATE TO January 2, 2024
FLORINE S BELL	INTERNAL SERVICES	CHANGE OF DATE TO January 26, 2024
GLORIA D ABIOG	DEPT OF PUBLIC SOCIAL SERVICES	CHANGE OF DATE TO December 30, 2023
CAROL ELIEL	MUSEUM OF ART	CHANGE OF DATE TO December 4, 2023
LINDA JOHNSON	NORTHEAST CLUSTER (LAC+USC)	CHANGE OF DATE TO January 16, 2024
ENRIQUE BALDENE BRO	COASTAL CLUSTER-HARBOR/UCLA MC	RESCINDED RETIREMENT
JEFF C HOWARD	PUBLIC WORKS	RESCINDED RETIREMENT
CHRISTOPHER CARR	PROBATION DEPARTMENT	CHANGE OF DATE TO December 29, 2023
ANA D ALVARENGA	DEPT OF PUBLIC SOCIAL SERVICES	CHANGE OF DATE TO February 29, 2024
MARY L STOLL	SUPERIOR COURT/COUNTY CLERK	CHANGE OF DATE TO December 9, 2023
CHANGMII BAE	PARKS AND RECREATION	CHANGE OF DATE TO December 2, 2023
EVGENIA TER-KARAPETOVA	NORTHEAST CLUSTER (LAC+USC)	CHANGE OF DATE TO December 15, 2023



December 21, 2023

TO: Each Trustee  
Board of Retirement

FROM: Tamara Caldwell, Division Manager  
Disability Retirement Services

SUBJECT: **APPEAL(S) FOR THE BOARD OF RETIREMENT'S MEETING  
OF JANUARY 3, 2024**

**IT IS RECOMMENDED** that the Board of Retirement grant the appeal(s) and request(s) for administrative hearing received from the following member(s), and direct the Disability Retirement Services Manager to refer each case to a referee:

5401B	Leanne M. Steinhaus	Thomas Wicke	DENY SCD EMPLOYER CAN ACCOMMODATE
5230B	Syntoshia L. Cunningham	In Pro Per	DENY SCD

TLC:mb



December 20, 2023

TO: Each Trustee  
Board of Retirement

FROM: Tamara Caldwell, Manager   
Disability Retirement Services Division

FOR: January 3, 2024, Board of Retirement Meeting

SUBJECT: **DISMISS WITH PREJUDICE THE APPEAL OF DANNY T. HAN**

Mr. Danny T. Han applied for a service-connected disability retirement on January 18, 2019. On June 11, 2020, the Board denied his application for service-connected disability retirement and granted him a nonservice-connected disability retirement.

Mr. Han's attorney filed a timely appeal. On November 22, 2023, the applicant's attorney advised LACERA that his client did not wish to proceed with the appeal for a service-connected disability retirement.

**IT IS THEREFORE RECOMMENDED THAT THE BOARD:**

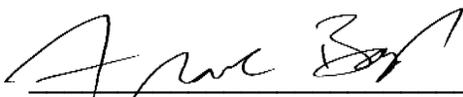
Dismiss with prejudice Danny T. Han's appeal for a service-connected disability retirement.

FJB: TC: mb

Han, Danny T.docx

Attachment

NOTED AND REVIEWED:

  
Francis J. Boyd, Sr. Staff Counsel

Date: 12/22/2023

December 22, 2023

TO: Each Trustee  
Board of Retirement

FROM: Tamara Caldwell, Manager   
Disability Retirement Services

FOR: January 3, 2024, Board of Retirement meeting

**SUBJECT: SERVICE PROVIDER INVOICE APPROVAL REQUEST**

On January 1, 2015, the Board of Retirement adopted a policy whereby staff is authorized to approve and pay vendor invoices up to a cumulative amount of \$15,000.00 per vendor. Invoices from vendors exceeding \$15,000.00 per case shall be submitted to the Board of Retirement for approval prior to payment.

Dr. Martin Schlusberg has completed his initial report and record review for the application of James Pearson and is requesting approval for payment of the attached invoice. This was an extensive case with 49.728 inches of record review. The total outstanding balance is \$24,641.24.

**IT IS THEREFORE RECOMMENDED THAT** the Board approve the service provider invoice for Martin Schlusberg, M.D.

TC:mb

Attachment

December 27, 2023

TO: Each Trustee  
Board of Retirement

FROM: Tamara Caldwell, Manager   
Disability Retirement Services

FOR: January 3, 2024, Board of Retirement meeting

**SUBJECT: SERVICE PROVIDER INVOICE APPROVAL REQUEST**

On January 1, 2015, the Board of Retirement adopted a policy whereby staff is authorized to approve and pay vendor invoices up to a cumulative amount of \$15,000.00 per vendor. Invoices from vendors exceeding \$15,000.00 per case shall be submitted to the Board of Retirement for approval prior to payment.

Dr. Neil Ghodadra has completed his initial report and record review for the application of Syntoshia Cunningham and was previously paid \$11,353.63 and is now requesting approval for payment of the attached invoice. Dr. Ghodadra completed 9.5 hours of supplemental record review and submitted his report. The total outstanding balance is \$4,322.50.

**IT IS THEREFORE RECOMMENDED THAT** the Board approve the service provider invoice for Neil Ghodadra, M.D.

TC:mb

Attachment



December 22, 2023

TO: Each Trustee  
Board of Retirement

FROM: Santos H. Kreimann <sup>SHK</sup>  
Chief Executive Officer

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: WBCP - Professional Recruiting Services

### **RECOMMENDATION**

That the Board of Retirement approve the amendment of the current master contract with WBCP, Inc. (WBCP) for professional recruiting services to increase the contract value for FY 23-24 from \$150,000 to \$300,000 and delegate authority to pay related invoices.

### **EXECUTIVE SUMMARY**

Systems Division has a 34% vacancy rate, with 22 of 62 budgeted positions vacant. As a result, several permanent staff members are performing duties of more than one position. For example, Kathy Delino is performing the role of Chief, Information Technology, LACERA (UC), as well as that of her previous position, Pensions Administration Solutions Architect (functional title). In addition, LACERA is dependent on 14 contracted staff, some of which are performing highly technical and sensitive systems architect, engineering, information security, and project management functions that should be brought in-house through permanent staffing.

To meet immediate operational needs, LACERA intends to recruit to fill ten (10) Information Technology Specialist I, LACERA (IT Spec I) and six (6) Information Technology II, LACERA (IT Spec II) budgeted and vacant positions in the third quarter of FY 2023-24. Permanent staffing will reduce risk by providing LACERA with stronger loyalty and commitment, stability, efficiency, and institutional knowledge. The Information Technology Specialist series are LACERA's highest level technical classifications. The planned recruitments are highly complex and labor intensive as LACERA is seeking technical experts in twelve (12) distinct specialties, requiring familiarity with the information technology industry and significant effort in sourcing eligible candidates in a competitive field, some of which include hard to recruit skills.

LACERA plans to partner with a recruitment firm, WBCP, to conduct the recruitments. The firm most recently recruited and successfully filled three (3) Information Technology Manager II, LACERA positions in October and November 2023. WBCP was selected based on their extensive experience recruiting for public pension and governmental

agencies on the West Coast, broad range of specialty industry recruiting experience, track record, and familiarity with LACERA. The Executive Office and the hiring manager, Ms. Delino, found that WBCP did an excellent job sourcing and vetting a large number of highly qualified technology candidates. In addition, WBCP and HR were able to collaboratively conduct the recruitments in accordance with Civil Service Rules which has increased the efficiency and speed of the process.

### WBCP Contract

LACERA currently has a master contract with WBCP in place for professional recruiting services with a total annual contract value of \$150,000, the maximum signatory authority of the CEO. The cost for the IT Manager II recruitments was \$67,184.35, leaving \$82,815.65 available under the current contract for the rest of FY 2023-24.

WBCP provided the below cost proposals for IT Specialist I and II, providing a significant discount.

<b>Recruitment Title</b>	<b>No. of Positions</b>	<b>Regular Price</b>	<b>Discount</b>	<b>Our Cost</b>
IT Spec II	6	\$142,800.00	-\$59,984.35	<b>\$82,815.65</b>
IT Spec I	10	\$238,000.00	-\$88,000.00	<b>\$150,000.00</b>

Human Resources will be utilizing the remaining funds allocated in the current contract to recruit for the six (6) IT Spec II, LACERA positions. Upon approval by the Board Trustees to amend the total contract value for FY 2023-24 from \$150,000 to \$300,000, Human Resources will immediately move forward with WBCP in recruiting for the remaining ten (10) IT Spec I, LACERA positions. No additional budgetary appropriation is required as sufficient savings are anticipated within LACERA's FY 2023-24 authorized administrative budget.

### **CONCLUSION**

THEREFORE, IT IS RECOMMENDED that the Board of Retirement approve amendment of the current master contract with WBCP for professional recruiting services to increase the contract value for FY 2023-24 from \$150,000 to \$300,000 and delegate authority to pay related invoices.



December 18, 2023

TO: Each Trustee,  
Board of Retirement

FROM: Santos H. Kreimann <sup>SHK</sup>  
Chief Executive Officer

Ted Granger <sup>TG</sup>  
Interim Chief Financial Officer

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: **2023 TRIENNIAL ACTUARIAL PROJECTS – LOS ANGELES COUNTY  
OTHER POST-EMPLOYMENT BENEFITS (OPEB) PROGRAM  
EDUCATIONAL SESSION**

For the fiscal year 2023 OPEB actuarial project cycle, Milliman, LACERA's consulting actuary, will conduct an experience study and prepare an annual valuation report. The attached slides and presentation from Milliman will serve as an educational session to provide an overview of the triennial OPEB actuarial reporting process. The information presented will help provide an understanding of actuarial methods and assumptions that are reviewed by Milliman and approved by the Board.

LACERA's consulting actuaries, Robert Schmidt and Janet Jennings, will facilitate the discussion at the January 3, 2024 Board of Retirement meeting.

Attachment

Milliman's January 3, 2024 Presentation Slides

SHK:tg  
BOR Memo – 2023 OPEB Triennial Educational Session - Final

c: Luis Lugo  
Laura Guglielmo  
Steve Rice  
Jonathan Grabel  
Cassandra Smith  
Richard Bendall

# Los Angeles County OPEB Program

July 1, 2023 Experience Study and Valuation  
Board of Retirement  
Educational Session



Robert Schmidt, FSA, EA, MAAA  
Janet Jennings, ASA, MAAA  
JANUARY 3, 2024

# Agenda

- Scope
- Timeline
- Process Summary
- Data Review
- Experience Study
- Economic Assumptions
- Discussion Items

# Scope

# Scope

## 2023 OPEB Funding Valuation Projects with Actuarial Review

### Experience Study

- OPEB economic and demographic assumptions (Milliman)
- Assumptions and methods review (Cavanaugh Macdonald)

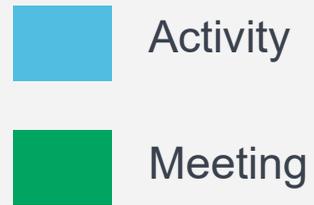
### Funding Valuation

- OPEB valuation (Milliman)
- Replication of results (Cavanaugh Macdonald)

# Timeline

# Timeline

Description	2023					2024								
	J	A	S	O	N	D	J	F	M	A	M	J	J	A
Entrance Stakeholder Meeting					Meeting									
Data Received		Activity	Activity	Activity	Activity									
Census and Experience Study					Activity	Activity	Activity	Activity						
January BOR Educational Session							Meeting							
Stakeholder Assumptions Meeting								Meeting						
BOR Meeting to Approve Assumptions										Meeting				
Receive Approved 7/1/2024 Premiums									Activity					
Conduct Funding Valuation									Activity	Activity	Activity			
Closing Stakeholder Meeting												Meeting		
BOR Meeting to Approve Valuation														Meeting



# Process Summary

# Process Summary

July 1, 2020 Last OPEB Experience Study

July 1, 2021 OPEB Funding Valuation

June 30, 2022 Pension Experience Study

July 1, 2022 Last OPEB Funding Valuation with updated assumptions from the 2022 Pension Experience Study

July 1, 2023 OPEB Experience Study

- Experience study on a three-year cycle

July 1, 2023 OPEB Funding Valuation

- Continue with annual funding valuations

# Process Summary (cont'd)

## Stakeholders

### Agents

- LA County
- Superior Court
- LACERA
- Outside Districts

### Consultant

- Segal

### Union

- SEIU
- Local 1014
- Coalition of County Unions (CCU)

### Actuaries

- Cavanaugh Macdonald
- Cheiron
- Rael & Letson
- Milliman

# Process Summary (cont'd)

## Experience study assumptions

- 2023 Vested terminated members retirement rates
- 2023 OPEB demographic assumptions
  - Health initial enrollment, health plan and coverage tier selection, and other OPEB assumptions
- 2023 OPEB economic assumption (discount rate)
- 2022 Retirement benefit related demographic and economic assumptions are already included

## Valuation assumption changes

- Claim costs
- Trend updated with July 1, 2024 health plan premiums

## Valuation based on

- June 30, 2023 census data
- July 1, 2023 and July 1, 2024 health plan premiums

# Data Review

# Data Review

- Obtain retiree, spouse, dependent census data in August 2023
  - Late enrollee census data in early November 2023
- Obtain final pension active and terminated members in October 2023
- Process data into necessary valuation formats

# Experience Study

# Experience Study

- 2022 retirement related assumptions were already included in the July 1, 2022 Valuation
- Last OPEB experience study was 2020
- Will utilize data from 2021, 2022, and 2023
- Assumptions will be studied on a combined basis for all Plan sponsors under the OPEB program
- OPEB experience study includes:
  - OPEB demographic assumptions (enrollment, plan and tier selection, enrolled spouse age difference, Medicare enrollment in Anthem plans, and remarriage)
  - Vested Terminated Retirement by retirement plan
  - Economic Assumptions
  - Amortization method discussion
  - Discussion of the remarriage assumption
- The July 1, 2023 Valuation first year trends will reflect the July 1, 2024 renewal

# Economic Assumptions

# Investment Return and Health Assumptions

## **The OPEB Trust Investment Return Assumption will be reviewed again in this 2023 Experience Study**

- Agents that are prefunding through the OPEB Trust will continue to be based on a review of Meketa's 2024 capital market assumptions under the most recent OPEB Trust allocation.
- Agents not prefunding through the OPEB Trust will be based on the County general assets.
- Investment return assumption is different than pension due to a different asset allocation for the OPEB Trust than for the Pension Trust.

# Economic Assumptions – Investment Return

OPEB Trust Long Term Rate of Return (6.00%) based on 2020 Experience Study

- Pre-funding Agents
  - LA County
  - LACERA
  - Superior Court

General Assets Rate of Return (2.30%) based on 2020 Experience Study

- Outside District Agents
  - SCAQMD
  - LAFCO
  - LACOE
  - LLCD

Will utilize updated information from Meketa and Los Angeles County to evaluate these assumptions

# Investment Return Assumption History

Valuation Year	Investment Return Assumption		Changes
	Prefunding Agents	Outside Districts	
2006	5.00%	5.00%	Initial OPEB Valuation and Segal actuarial review
2008	5.00%	5.00%	Investigation of Experience Study
2010	5.00%	5.00%	Investigation of Experience Study and Segal actuarial review
2012	4.35%	4.35%	2013 Investigation of Experience Study
2014	3.75%	3.75%	Initial Valuation with OPEB Trust assets
2016	4.50%	4.50%	Initial Valuation reflecting Tier 2, Investigation of Experience Study and Segal actuarial review
2017	4.50%	4.50%	Beginning of annual valuations
2018	6.00%	3.69%	Initial agent Valuation, 2018 Investigation of Experience Study and Cavanaugh Macdonald actuarial review
2019	6.00%	3.69%	ACA Excise Tax and Health Insurer Fee repealed
2020	6.00%	2.30%	2020 Investigation of Experience Study and Cavanaugh Macdonald actuarial review
2021	6.00%	2.30%	There were no changes in this valuation year
2022	6.00%	2.30%	There were no changes in this valuation year
2023	TBD	TBD	2023 Investigation of Experience Study and Cavanaugh Macdonald actuarial review

# Economic Assumptions – Health Cost Trends

- Health cost trends are based on
  - Inflation
  - July 1, 2024 renewals for short term trends
  - Medical and pharmacy weights by pre 65 and post 65 plans
  - GDP growth, expected health share of GDP, and GDP limit year
  - Excess medical cost growth
  - Administrative Trend
- Medical cost trend will continue to differ for pre 65 and post 65 members
- Dental/Vision trends will continue to use methodology that encompasses annual benefit caps
- Part B trends will include the standard 2024 Part B premium

# Funding Valuation Details

- **Similarities to prior OPEB valuations**
  - Will use 2023-2024 premium data as a basis for claim costs
  - Will use 2024-2025 premium data for first year trend, to be approved in March 2024

# Discussion Items

# OPEB UAAL Amortization Method

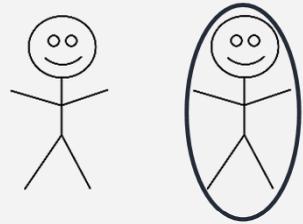
- Current OPEB method for ADC purposes is 30-year open level percent of pay.
  - Has been used since adoption of GASB 45 in 2006, because it complied with ARC requirements.
  - The UAAL never gets paid off and results in negative amortization.
  - The funded ratios generally increase more slowly than if there was a shorter or closed method.
- ASOP No. 4 requires the following for pension plan ADC calculation
  - Amortization of UAAL over a reasonable time period, or
  - Reduce the outstanding balance by a reasonable amount each year
  - LACERA has adhered to this for pension
- Similar UAAL amortization requirements do not yet apply to OPEB in ASOP No. 6

# OPEB UAAL Amortization Method (continued)

- Ideas for other methods
  - Open amortization over an appropriate period
  - Layered amortizations over appropriate periods
  - Could be level percent of pay or level dollar
  - Could transition to a new method

# OPEB Remarriage Provisions

## Scenario I: Spouse/Domestic partner dies



Retiree Spouse/Domestic Partner

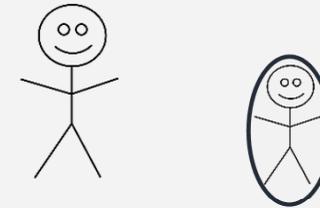
Retiree enrolls a new spouse/domestic partner: 1.0% assumption



Retiree New Spouse/Domestic Partner

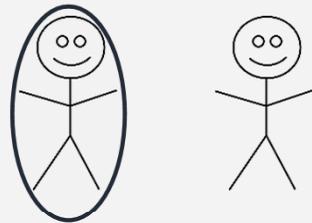
**AND/OR**

Retiree enrolls a new dependent: 2.5% assumption



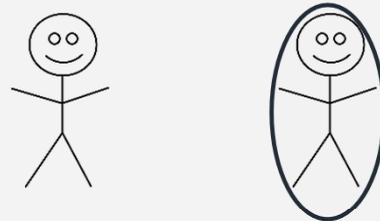
Retiree New Dependent

## Scenario II: Retiree dies



Retiree Spouse/Domestic Partner

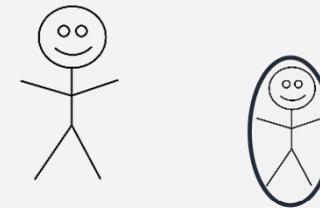
Surviving spouse/domestic partner enrolls a new spouse/domestic partner: 2.0% assumption



Surviving Spouse/Domestic Partner New Spouse/Domestic Partner

**AND/OR**

Surviving spouse/domestic partner enrolls a new dependent: 2.5% assumption



Surviving Spouse/Domestic Partner New Dependent

# Remarriage Assumption

- We currently have remarriage assumptions based on LACERA's provisions.
  - If a spouse/domestic partner or dependent dies (Scenario I)
    - 1% assumption of retiree enrolling a new spouse/domestic partner
    - 2.5% assumption of retiree enrolling a new dependent
  - If a retiree dies (Scenario II)
    - 2.0% assumption that the surviving spouse/domestic partner will enroll a new spouse
    - 2.5% assumption that a surviving spouse/domestic partner will enroll a new dependent
- Prior replication actuarial reviewers have come close to our results without incorporating these provisions.
- We will size the impact of these assumptions.
- If the impact is minimal, we may simplify without sacrificing accuracy.

# Questions & Comments?



# Appendix

# Investment Earnings Approach

**The investment earnings assumption for Government Accounting Standards Board (GASB) accounting and funding used to be the same**

- Blend of expected return from the OPEB Trust and General Assets
- Based on the percent of Annual Required Contribution (ARC) that was funded

**Now, the accounting and funding investment earnings assumptions are different**

**New GASB statements now have a more prescribed approach for accounting**

- Based on a depletion date projection
- Blend of expected return from the OPEB Trust and Bond Buyer GO rate

**For funding, using an approach consistent with actuarial standards for the discount rate assumption**

# Investment Return Background

**The determination was made that the anticipated schedule of OPEB contributions plus interest are anticipated to be adequate to pay benefit payments for the foreseeable future.**

- Based on the funding plan and historical OPEB Trust contributions
- Independent Actuarial Reviewer recommendation
- Applies to OPEB Trust participating employers

# Investment Earnings for Each Agent

**Cost Sharing has combined assets with proportionate shares**

**OPEB reporting changed from Cost Sharing to Agent effective July 1, 2018**

**Pre-funding creates need for more explicit asset tracking**

- Employers have different funding policies
- Necessitates an agent structure

**Agent structure partitions assets according to each employer's funding actions**

**Each agent's investment earnings assumption for the funding valuation should be aligned with their funding policy**

- For agents that are pre-funding, the OPEB Trust return assumption is supported by actuarial standards
- For agents that are not pre-funding, the County general fund investment earnings is used as an assumption



# 2021 Investment Earnings - OPEB Trust

The OPEB Trust expected return is 6.00% rounded to the nearest quarter percent

Based on Meketa's 2020 capital market assumptions and investment forecast model

This is from the 2020 Investigation of Experience

Confirmed 6.00% reasonable for 2022

# 2022 Investment Earnings – General Assets

Based on June 30, 2020 County General Fund balance sheet

Assumption of 2.30% is within the building block approach range

This is from the 2020 OPEB Investigation of Experience

Confirmed 2.30% reasonable for 2022

Asset Class	Expected Arithmetic Nominal Return (30 yrs)	Asset Allocation
Cash	1.68%	27.66%
Short-term U.S. Bonds	2.56%	72.34%
Expected Arithmetic Return (30 yrs) <sup>(1)</sup>		2.32%
Expected Geometric Return (30 yrs) <sup>(2)</sup>		2.30%

1. The expected arithmetic return is the average or “mean” long-term expected compound return based on the capital market assumptions and the asset allocation.
2. The expected geometric return is the “median” long-term expected compound return based on the estimated variability of the asset allocation. It is less than the expected arithmetic return because of the variability in future expected returns.

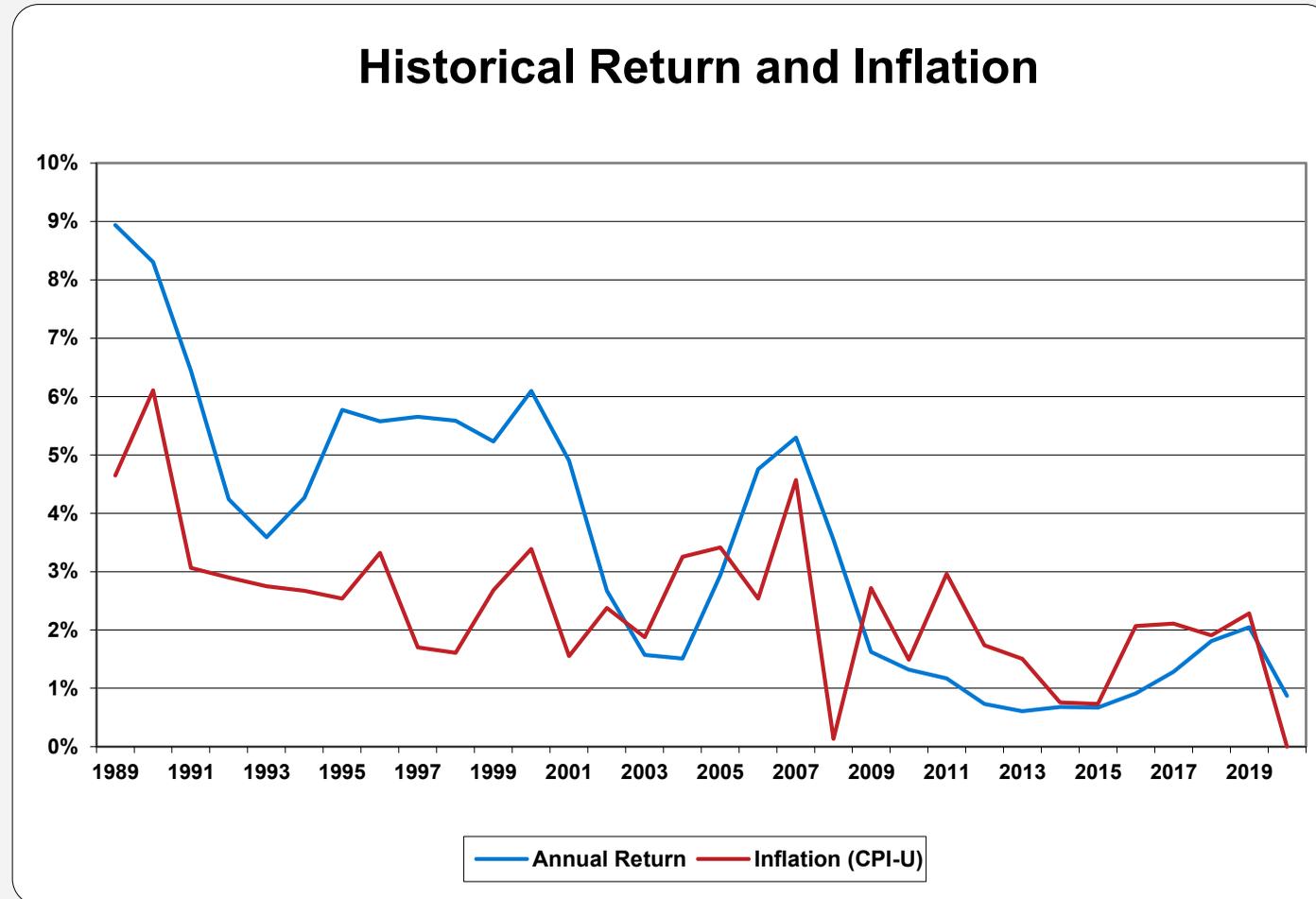
# 2020 Investment Earnings – General Assets Building Block Approach

This is from the 2020 OPEB Investigation of Experience

Real returns on County general assets from 1989 through 2019 averaged 1.0% per year

However, current projections indicate that real returns of -0.65% to -0.25% are more likely going forward based on the current asset allocation

With 2.75% inflation, the range is between 2.10% and 2.50%



# Glossary

# Glossary

	<p>The following definitions are excerpts from other actuarial organizations in the United States. In some cases, the definitions have been modified for specific applicability to LACERA. Defined terms are capitalized throughout this Appendix.</p>
<b>Affordable Care Act (“ACA”)</b>	<p>A law enacted with the goal of providing all Americans access to affordable health insurance.</p>
<b>Actuarial Accrued Liability (“AAL”)</b>	<p>That portion, as determined by a particular Actuarial Cost Method, of the Actuarial Present Value of postemployment plan benefits and expenses which is not provided for by future Normal Costs.</p>
<b>Actuarial Assumptions</b>	<p>Assumptions as to the occurrence of future events affecting OPEB costs, such as: mortality, termination of employment, disability, retirement; changes in medical costs; and other relevant items.</p>
<b>Actuarial Cost Method</b>	<p>A procedure for determining the Actuarial Present Value of OPEB program benefits and expenses and for developing an actuarially equivalent allocation of such value to time periods, usually in the form of a Normal Cost and an Actuarial Accrued Liability.</p>
<b>Actuarial Gain/ (Loss)</b>	<p>A measure of the difference between actual experience and that expected based on a set of Actuarial Assumptions during the period between two Actuarial Valuation dates, as determined in accordance with a particular Actuarial Cost Method.</p>

## Glossary (cont'd)

<b>Actuarial Present Value</b>	The value of an amount or series of amounts payable or receivable at various times, determined as of a given date by the application of a particular set of Actuarial Assumptions.
<b>Actuarial Valuation</b>	The determination, as of a valuation date, of the Normal Cost, Actuarial Accrued Liability, Actuarial Value of Assets, and related Actuarial Present Values for an OPEB plan.
<b>Actuarial Value of Assets</b>	The value of cash, investments and other property belonging to an OPEB plan, as used by the actuary for the purpose of an Actuarial Valuation. LACERA has adopted fair value.
<b>Amortization Payment</b>	That portion of the ADC that is designed to recognize interest on and to amortize the Unfunded Actuarial Accrued Liability.
<b>Actuarially Determined Contributions (“ADC”)</b>	This is the employer's periodic contribution to a defined benefit OPEB plan, calculated in accordance with Actuarial Standards of Practice. This concept is used with GASB 75.
<b>Annual Required Contributions (“ARC”)</b>	This is the employer's periodic required contribution to a defined benefit OPEB plan, calculated in accordance with the set requirements for calculating actuarially determined OPEB information included in financial reports. This was a GASB 45 concept that is no longer used.

## Glossary (cont'd)

<b>Attribution Period</b>	The period of an employee's service to which the expected postretirement benefit obligation for that employee is assigned. The beginning of the attribution period is the employee's date of hire. The end of the attribution period is the time of assumed exit from OPEB active member status.
<b>Benefit Payments</b>	The monetary or in-kind benefits or benefit coverage to which participants may be entitled under a post employment benefit plan, including health care benefits and life insurance not provided through a retirement program.
<b>Entry Age Normal ("EAN")</b>	Actuarial Cost Method that allocates the present value of the projected benefits of each individual included in the valuation as a level percentage of the individual's projected compensation between entry age and assumed exit (until maximum retirement age).
<b>GASB 74</b>	The statement that establishes financial reporting standards for <u>postemployment benefit plans</u> other than retirement programs.
<b>GASB 75</b>	The statement that establishes financial reporting standards for <u>employers</u> that sponsor postemployment benefits other than retirement programs.
<b>Net OPEB Obligation</b>	This is the cumulative difference since the effective date of this statement between annual OPEB cost and the employer's contributions to the plan, including the OPEB liability (asset) at transition, if any, and excluding (a) short-term differences and (b) unpaid contributions that have been converted to OPEB related debt.

## Glossary (cont'd)

<b>Normal Cost (“NC”)</b>	That portion of the Actuarial Present Value of OPEB plan benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.
<b>Other Postemployment Benefits (“OPEB”)</b>	This refers to postemployment benefits other than retirement program benefits, including healthcare benefits regardless of the type of plan that provides them, and all other postemployment benefits provided separately from a retirement program, excluding benefits defined as termination benefits or offers.
<b>Present Value of Future Benefits (“PVFB”)</b>	<p>This is the value, as of the applicable date, of future payments for benefits and expenses under the Plan, where each payment is:</p> <ul style="list-style-type: none"><li>(a) Multiplied by the probability of the event occurring on which the payment is conditioned, such as the probability of survival, death, disability, termination of employment, etc.; and</li><li>(b) Discounted at the assumed discount rate.</li></ul>
<b>Projected Unit Credit (“PUC”)</b>	Actuarial Cost Method that takes the actuarial present value of the projected benefits of each individual included in the valuation is allocated pro-rata to each year of service between entry age and assumed exit.

## Glossary (cont'd)

<b>Projected Benefits</b>	Those OPEB plan benefit amounts which are expected to be paid at various future times under a particular set of Actuarial Assumptions, taking into account such items as the effect of advancement in age and past and anticipated future compensation and service credits.
<b>Substantive Plan</b>	The terms of the OPEB plan as understood by an employer that provides postretirement benefits and the employees who render services in exchange for those benefits. The substantive plan is the basis for the accounting for the plan.
<b>Trend Rate</b>	The rate of increase in per person health costs paid by a plan as a result of factors such as price increases, utilization of healthcare services, plan design, and technological developments.
<b>Unfunded Actuarial Accrued Liability (“UAAL”)</b>	The excess of the Actuarial Accrued Liability over the Actuarial Value of Assets.

# Thank you

**Robert Schmidt**

[Robert.Schmidt@milliman.com](mailto:Robert.Schmidt@milliman.com)

**Janet Jennings**

[Janet.Jennings@milliman.com](mailto:Janet.Jennings@milliman.com)

# Limitations & Reliances

The Milliman slides in this presentation are subject to the same data, methods, assumptions, and plan provisions as in the July 1, 2020 OPEB Experience Study report issued July 8, 2021 and the July 1, 2022 OPEB Valuation report issued July 14, 2023.

- All caveats, limitations, and certifications from those reports apply to the Milliman slides in this presentation.



**Robert Schmidt**

Robert Schmidt, FSA, EA, MAAA  
Principal and Consulting Actuary



**Janet Jennings**

Janet Jennings, ASA, MAAA  
Consulting Actuary

December 26, 2023

TO: Each Trustee,  
Board of Retirement

FROM: Steven P. Rice, *SPR*  
Chief Counsel

Allison E. Barrett, *ASB*  
Senior Staff Counsel

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: Education on Ethics and Compliance Governance, Program Structure, and Program Charter

The attached presentation will provide education on concepts related to the establishment of an Ethics and Compliance Program for LACERA, which is a goal of the Board of Retirement's July 6, 2023 Strategic Plan. The proposed Ethics and Compliance Program Charter is part of today's Consent calendar, having been advanced to the Board by the Operations Oversight Committee at its December 6, 2023 meeting. The OOC recommended that this presentation be provided to the Board. The presentation will discuss ethics and compliance governance in the context of the oversight responsibilities of the Audit Committee, Boards, and the Chief Executive Officer. The presentation will also discuss the program's structure and charter.

In preparing to implement the Board's strategic goal, staff worked with an ethics and compliance advisor and counsel, Rebecca Walker, Esq. of Kaplan & Walker LLP. Ms. Walker and her firm have an ethics and compliance practice. Ms. Walker is widely published on the subject and is a frequent speaker.

Staff will frame Ms. Walker's presentation in the context of the Board's goal and summarize progress to date and next steps.

#### Attachment

c: Santos H. Kreimann  
Luis A. Lugo  
Jonathan Grabel  
JJ Popowich  
Laura Guglielmo  
Chaitanya Errande  
Richard Bendall  
Christina Logan

**PRESENTATION  
ETHICS AND COMPLIANCE PROGRAM**



# **Ethics and Compliance Program Goal of the Board of Retirement's Strategic Plan:**

## **Background and Proposed LACERA Program Charter**

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Board of Retirement  
January 3, 2024



- Introduction
- Background on Ethics and Compliance Programs
  - Rebecca Walker, Kaplan & Walker LLP,  
Ethics and Compliance Advisor and Counsel
- LACERA's Proposed Ethics and Compliance Program Charter
- Next Steps



On July 6, 2023, the Board of Retirement approved its 2023-2028 Strategic Plan. The Plan includes as one of its five goals:



## Strategic Priority 4: Compliance and Enterprise Risk Management

Adopt and implement compliance and enterprise risk frameworks aimed at mitigating risk and vulnerabilities

With respect to compliance, the Plan's objective is:

### 4.1 Develop an enterprise compliance plan and program to ensure adherence to established processes, procedures, policies, and governing rules and regulations

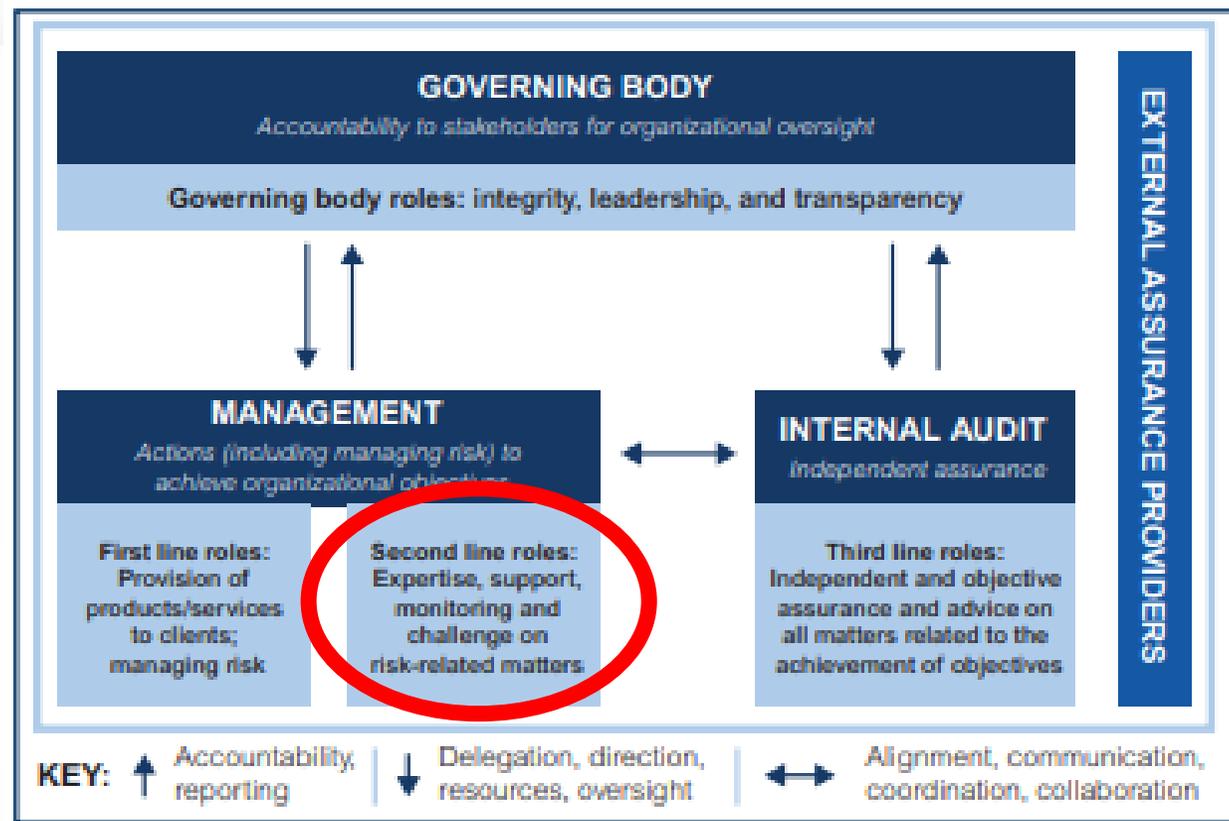
The proposed Ethics and Compliance Program Charter is presented as part of today's Consent agenda and is the first step in achieving this priority of the Strategic Plan. Enterprise Risk Management will be separately presented at a future date by Internal Audit.

# Plan Guidance



Under the Plan, LACERA's program will be based on the Institute of Internal Auditors' *Three Lines Model*:

- Under this model, compliance is the second line under management as a separate dedicated function to provide complementary expertise, support, monitoring, reporting, and challenge with respect to LACERA's operational functions in the management of risk associated with ethical conduct and compliance with laws, regulations, policies and procedures.
- The first line under management is delivery of services in LACERA's divisions in compliance with applicable requirements and managing compliance risk in their operational activities.
- The third line is Internal Audit, which provides independent assurance as to LACERA's controls in addressing risk.



Source: The IIA's Three Lines Model (2020)

# Progress



The approved Plan provides that the first step in addressing compliance is to form a working group across divisional lines to develop a compliance charter. The attached Charter was developed with review by the staff Ethics and Compliance Committee and other staff input.

August 2023  
Engage Rebecca Walker,  
Kaplan & Walker LLP as  
ethics and compliance  
advisor and counsel

December 2023  
Ethics and Compliance  
Program Charter presented  
to the OOC and advanced  
to the BOR

August – November 2023  
Staff Policy Committee changed to Ethics  
and Compliance Committee to provide a  
cross-functional team approach to ethics  
and compliance education and  
development of the Program

January 2024  
Charter presented to  
the BOR for referral to  
the JOGC



# Background on Ethics and Compliance

Rebecca Walker, Kaplan & Walker LLP

# What's an Ethics and Compliance Program?



- An ethics and compliance program is a governance and management system that seeks to foster ethics and prevent, detect and respond to violations of law and policy by employees and others. It includes policies, procedures and management systems put into place in order to comply with laws, rules, and regulations and to uphold the business's reputation.
- Ethics and compliance programs should be designed in light of the organization's risks.

# Why Do Ethics and Compliance Programs Exist?



## **Government standards and incentives**

The Department of Justice and others have offered strong incentives for organizations to implement effective programs and have provided significant guidance on how to structure and implement effective compliance programs.

## **Legal, ethics and compliance and reputational risk management**

Social science has consistently shown that robust compliance systems decrease the incidence of misconduct and increase the likelihood that employees will report misconduct when it does occur.

# Case Law on Public Company Board Duties Under Sentencing Guidelines



- *In re Caremark International Derivative Litigation* (1996 Del. Chancery Court)
  - “I note the potential impact of the federal organizational sentencing guidelines on any business organization. Any rational person attempting in good faith to meet an organizational governance responsibility would be bound to take into account this development and the enhanced penalties and the opportunities for reduced sanctions that it offers.”
  - “Thus, I am of the view that a director's obligation includes a duty to attempt in good faith to assure that a corporate information and reporting system, which the board concludes is adequate, exists, and that failure to do so under some circumstances may, in theory at least, render a director liable for losses caused by non-compliance with applicable legal standards.”
- The standard for liability is very high.
  - “The theory here advanced is possibly the most difficult theory in corporation law upon which a plaintiff might hope to win a judgment.”



- Recent Delaware cases have clarified (and enhanced) public company board oversight duties
  - *Marchand v. Barnhill*, 212 A.3d 805 (Del. Supreme Court June 2019)
    - Importance of monitoring and oversight
      - In critical risk areas
      - Re reporting and investigations
  - *In re Clovis Oncology* (Del. Chancery Court October 2019)
    - Systems to monitor for red flags
    - Oversight in highly-regulated areas
  - *In re Boeing* (Del. Chancery Court September 2021)  
<https://courts.delaware.gov/Opinions/Download.aspx?id=324120>
    - Caremark's bottom-line requirement: "the board must make a good faith effort—i.e., try—to put in place a reasonable board-level system of monitoring and reporting."



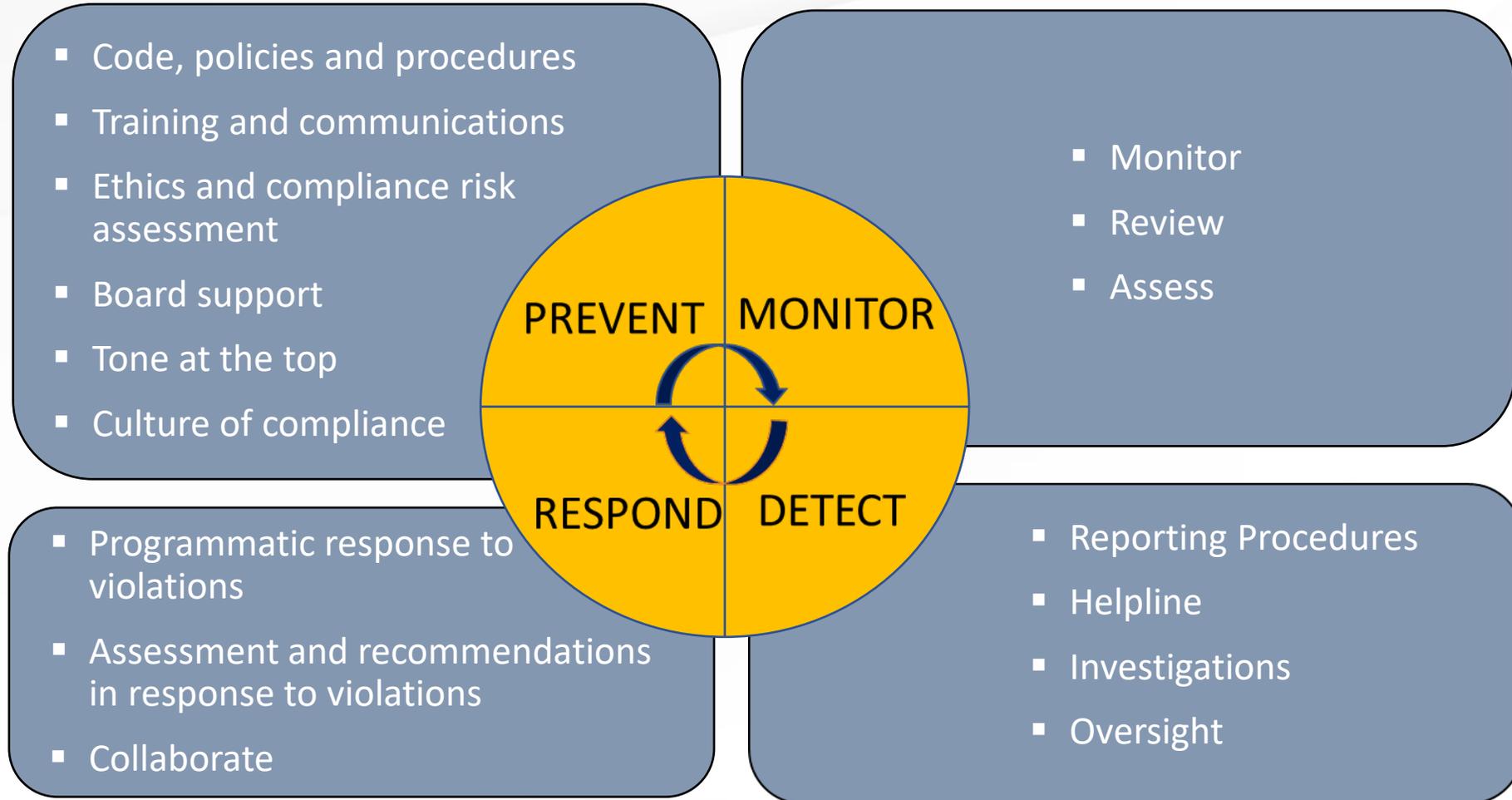
- **Ethics** is about facilitating a culture of doing the right thing, putting organizational values into practice by setting the standards for how people must act.
- **Compliance** is a **management** system that seeks to prevent and detect violations of laws, policies, and procedures.
- **Compliance** assesses legal and compliance risks and designs controls to mitigate the risks of misconduct.
- **Compliance** complements internal and external **audit** work that provides independent review as to the adequacy of controls.

# Who's Got a Compliance Program?



- Public pension funds are increasingly adopting compliance programs, including funds such as:
  - CalPERS, CalSTRS
  - CERL Systems: OCERS, SDCERA, CCCERA
  - SDCERS
  - Teachers Retirement System of Texas
  - Iowa Public Employees' Retirement System
  - Massachusetts Public Employee Retirement Administration Commission
  - And many more!
- In 2008, the SEC issued a report reminding pension funds of their responsibilities under federal laws and warning them that they assume a greater risk of violations if they do not have adequate compliance policies and procedures in place.
  - “We issue this Report to remind investment managers, public and private, of their obligation to comply with the federal securities laws and the risks they undertake by operating without an adequate compliance program. RSA's conduct could have been prevented with appropriate policies, procedures and training.”
  - Report of Investigation Pursuant to Section 21(a) of the Securities Exchange Act of 1934: The Retirement Systems of Alabama, <https://www.sec.gov/litigation/investreport/34-57446.htm>

# Ethics and Compliance Program Structure





- An important question to consider: What should the scope of the program be?
  - Or, in other words, which compliance subject matter areas should be part of the E&C program universe?
- Organizations may choose to omit risk areas from scope because, e.g.:
  - Risks of misconducts are too remote (either likelihood or impact) for inclusion
  - There already exists a defined and sufficiently robust set of compliance controls in another function
- Organizations may also choose to handle some risk areas differently, such as high-level oversight for some risk areas, rather than making E&C responsible for all aspects of those risk areas.



# Level of Oversight Will Vary with Risk Ownership

## Levels of Oversight by Ethics & Compliance (“EC”)



### Direct Ownership

- EC owns and defines policies & procedures
- EC establishes controls, which may be implemented centrally or regionally/locally
- EC defines and monitors metrics



### Shared Ownership

- Risk owner defines policies and procedures in collaboration with EC
- Risk owner establishes controls, while EC tests design and effectiveness of the controls on a periodic basis
- EC agrees with risk owners on metrics to be reported on a defined cadence (monthly)
- EC provides significant support to risk owners



### Moderate Oversight

- EC agrees with risk owners on metrics to be reported on a defined cadence (at least quarterly)
- EC provides moderate compliance oversight evaluation support to risk owners



### Minimal Oversight

- Only significant issues/regulatory inquiries are escalated
- Limited metrics may be reported on a defined cadence (at least annually)

#### When EC assumes direct or shared ownership of compliance risks

1. Higher-level legal risks
2. No clear owner
3. EC has appropriate expertise
4. Need for objectivity
5. Need for centralized approach to controls

# Elements of Effective E&C Programs



1. Program Structure - Chief Ethics & Compliance Officer and E&C function
2. Oversight by and support of senior and middle management
3. Oversight by and support of the CEO, senior leaders, Audit Committee, and Boards
4. Code, standards, policies and procedures
5. E&C training and communications
6. E&C risk assessment
7. Auditing, monitoring, assessment and continuous improvement
8. Reporting procedures
9. Vendor/third-party compliance
10. Investigations and response
11. Recommendations regarding remedial measures
12. Collaboration and staff engagement
13. Culture of E&C



- DOJ Evaluation Guidance
  - Where within the company is the compliance function housed (e.g., within the legal department, under a business function, or as an independent function)?
    - Note: Legal department is common, particularly in public pension systems
  - To whom does the compliance function report?
  - How does the compliance function compare with other strategic functions in the company in terms of stature, compensation levels, rank/title, reporting line, resources, and access to key decision-makers?
  - Do compliance and control personnel have the appropriate experience and qualifications for their roles and responsibilities?
  - Has there been sufficient staffing for compliance personnel to effectively audit, document, analyze, and act on the results of the compliance efforts?
  - How does the company ensure the independence of compliance and control personnel?



- DOJ Evaluation Guidance

- Prosecutors should examine the extent to which senior management have clearly articulated the company's ethical standards, conveyed and disseminated them in clear and unambiguous terms, and demonstrated rigorous adherence by example.
- Prosecutors should also examine how middle management, in turn, have reinforced those standards and encouraged employees to abide by them.
- Have managers tolerated greater compliance risks in pursuit of new business or greater revenues?



- DOJ Evaluation Guidance

- The company's top leaders – the board of directors and executives – set the tone for the rest of the company.
- What compliance expertise has been available on the board of directors?
- Have the board of directors and/or external auditors held executive or private sessions with the compliance and control functions?
- What types of information have the board of directors and senior management examined in their exercise of oversight in the area in which the misconduct occurred?
- Do the compliance and relevant control functions have direct reporting lines to anyone on the board of directors and/or audit committee?
- How often do they meet with directors?
- Are members of the senior management present for these meetings?

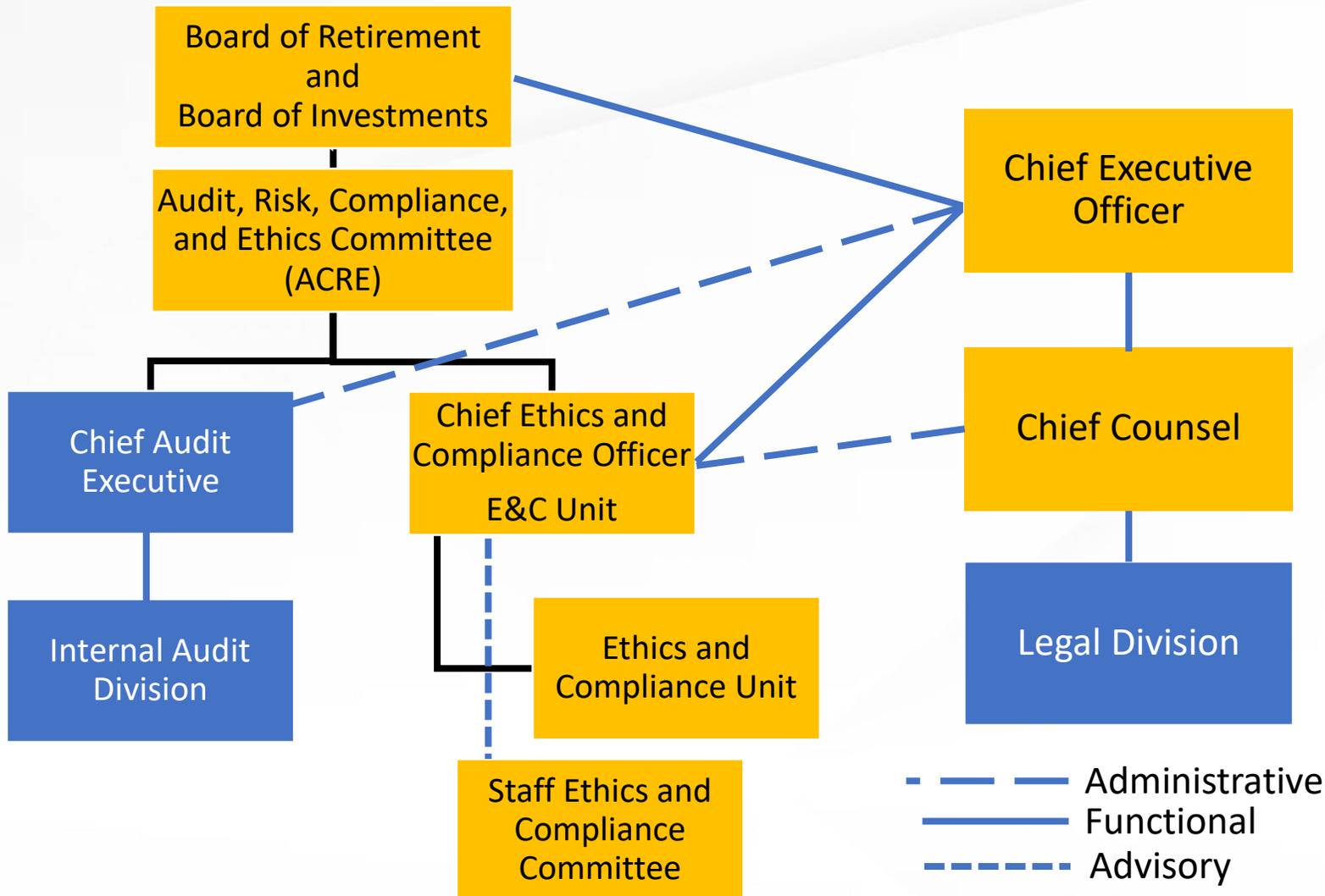


- DOJ Evaluation Guidance
  - How often and how does the company measure its culture of compliance?
  - Does the company seek input from all levels of employees to determine whether they perceive senior and middle management's commitment to compliance?
  - What steps has the company taken in response to its measurement of the compliance culture?
- As the DOJ has noted, “Beyond compliance structures, policies, and procedures, it is important for a company to create and foster a culture of ethics and compliance with the law. The effectiveness of a compliance program requires a high-level commitment by company leadership to implement a culture of compliance from the top.”



# **LACERA's Proposed Ethics and Compliance Program Charter**

# Proposed Ethics and Compliance Structure



Under the attached proposed Program Charter:

The Chief Ethics and Compliance Officer will have independent authority to report functionally to the Boards' ACRE Committee (renamed Audit Committee) and the CEO, and directly to the Boards as needed, and will report administratively to Chief Counsel.

The Chief Ethics and Compliance Officer will be supported by the Ethics and Compliance Unit within the Legal Division and will rely on the staff Ethics and Compliance Committee for advice and to share and receive information to enhance staff engagement and culture.

# Scope of Program Activities



- Program is proposed to provide ethics and compliance support for all of LACERA.
- Based on LACERA's needs and best practices, the Chief Ethics and Compliance Officer will be responsible for the following activities:
  - Ethics and Compliance Program Framework
  - Ethics and Compliance Risk Assessment
  - Monitoring of Ethics and Compliance in LACERA's Operations and Business Practices
  - Review of Policies and Procedures
  - Vendor/Third Party Ethics, Compliance, and Risk
  - Privacy
  - Training on Ethics and Compliance Issues
  - Channels for Staff to Report Ethics and Compliance Concerns
  - Investigation, Response, Remedial Measures, and Commitment to Non-Retaliation
  - Regular Reporting to the CEO, senior leaders, ACRE Committee, and Boards
  - Annual Self-Assessment and Review of Program

# Program Responsibilities and Accountability



In addition to implementation of the E&C Program, the Chief E&C Officer will have the responsibility and accountability to regularly report to the ACRE Committee, Boards, CEO, and senior leaders regarding:

- Selection, training, and development of Ethics and Compliance Unit staff
- Development of processes for LACERA staff input and involvement in the Program, including the Program, including the staff Ethics and Compliance Committee
- Annually present E&C Program work plan for approval to the ACRE Committee and CEO
- Annually provide a budget for the Program
- Provide quarterly reports to the ACRE Committee and CEO, and reports to the Boards and senior leaders, on:
  - Investigations
  - Policies and procedure review
- Provide annual reports on:
  - The status of the Program and LACERA's overall ethics and compliance performance
  - Privacy of member information and other organizational information
  - Self-assessment and Program reviews



- **ACRE Committee** – With the CEO, the Committee:
  - Provides functional oversight of the Program
  - Receives reporting of information on ethics and compliance issues and concerns to enable the Committee to monitor the Program and respond to issues
  - Provides input into the Chief Ethics and Compliance Officer’s annual performance evaluation
- **Boards** – Receive reports and recommendations from the ACRE Committee and directly from the Chief Ethics and Compliance Officer
- **CEO** – Provides functional oversight of the Program, receives frequent reporting on ethics and compliance issues, and responds to issues as appropriate; reports are also made to senior leaders as needed
- **Chief Counsel** – Provides administrative oversight of the Chief Ethics and Compliance Officer and oversight of the E&C Program

# Roles of Managers, Supervisors, and Staff



- **Managers and supervisors** have a duty to communicate and model ethical standards in their areas and to follow all laws, regulations, policies, procedures, and business practices, including LACERA's Code of Ethical Conduct. They should promote a culture of ethics and compliance in their areas by providing a space to report concerns without retaliation.
- **Staff members**, including permanent staff, temporary workers, and contractors, are responsible to perform day-to-day work with the highest ethical standards and to follow all laws, regulations, policies, procedures, and business practices, including the Code of Ethical Conduct. Staff has a duty to report concerns.

# Next Steps



Staff requests direction or approval of next steps to advance the proposed Charter as the outline of a Program for all LACERA.

January 3, 2024  
BOR Meeting

BOR provides input and direction on proposed Program Charter, including referral to the JOGC, joint boards, and Audit Committee

BOR and BOI  
approval

June 30, 2024 Goal:  
Program implementation

Based on input, revise Program Charter; prepare ACRE Committee Charter; prepare Chief Ethics and Compliance Officer job description; continue staff E&C Committee efforts

# Thank You!



## Discussion & Questions

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December 15, 2023

TO: Each Trustee  
Board of Retirement  
Board of investments

FROM: Onyx Jones  
2023 Audit Committee Chair

Richard P. Bendall   
Chief Audit Executive

FOR: January 3, 2024 Board of Retirement Meeting  
January 10, 2024 Board of Investments Meeting

SUBJECT: **2023 Audit Committee Annual Report**

This is the annual report of the Audit Committee to the boards, included as a best practice in the Audit Committee Charter.

The Audit Committee supports the boards in assessing the risks facing LACERA, including assessing the governance risk and control framework, reviewing the system of internal controls and overseeing the operations of the internal audit function.

The work performed by the Committee in this regard is defined in the Audit Committee Charter which establishes the authority and responsibilities of the Committee. The purpose of the Audit Committee as defined in the Charter is to assist the Boards in fulfilling their fiduciary oversight duties for the:

- A. Internal Audit Activity
- B. Professional Service Provider Activity
- C. Financial Reporting Process
- D. Values and Ethics, and
- E. Organizational Governance

The Committees responsibilities in each of these areas is detailed in the **attached** document extracted from the Audit Committee calendar. The Audit Committee's efforts and actions are further highlighted under each of these five key areas of responsibility below.

A. Internal Audit Activity

- a. Oversaw the completion of the Fiscal Year Ended June 30, 2023 Audit Plan.
- b. Audits completed during calendar year 2023 included:
  - i. LACERA Contract Operations Review
  - ii. Audit of Disability Retirement Services Business Processes
  - iii. Third Party Data Security Audit
  - iv. Consulting Engagement - Investment Operational Due Diligence (ODD)
  - v. State Street Bank Wire Transfer Audit

- vi. LACERA Corporate Credit Card Audit & CEO Corporate Credit Card
  - vii. Consulting of Organizational Records and Information Management (RIM) Policy.
  - viii. Security Review of OneMeeting Application
  - ix. Audits of LA County and LACERA's Rehired Retirees (960-hour) Programs (FYs 2022 and 2023)
  - x. Replacement Benefit Plan (IRS code section 415b) Audit
- c. Approved the Fiscal Year ending June 30, 2024 Audit Plan
  - d. Oversaw Plante Moran's completion of the SOC1 over the OPEB program.
  - e. Oversaw the work of Internal Audit and evaluated the CAE's performance.
- B. Professional Service Provider Activity
- a. Approved the release of an RFP to perform a search for an external SOC 1 Type II Auditor and then approved the selection of Moss Adams to succeed Plante Moran in that role for five fiscal years beginning with Fiscal Year Ending June 30, 2024.
  - b. Approved the hiring of KPMG to perform a consulting engagement of the Investment Office's Operational Due Diligence program.
- C. Financial Reporting Process
- a. Oversaw Plante Moran's financial audit and issuance of an unqualified opinion on LACERA's annual financial statement audit.
- D. Values and Ethics, and
- a. Oversaw reports from Internal Audit on their Ethics Hotline reports
- E. Organizational Governance
- a. Approved the inclusion of an Enterprise Risk Management (ERM) component to the Annual Audit Plan.
  - b. During calendar year 2023, staff provided follow up on the work previously performed by Weaver & Tidwell around Ethics and Values. In 2022, Weaver & Tidwell performed an assessment of LACERA's maturity in the following key organizational governance areas:
    - i. Ethics and values
    - ii. Risk management
    - iii. Detection and prevention of fraud
    - iv. System of internal control
    - v. System of compliance

Attachment

RPB:rb

**2022 Audit Committee Charter Responsibilities**

<b>Documentation</b>	<b>Ref to *AC Charter</b>	<b>Frequency</b>	<b>Comments</b>
Audit Engagement Reports	VII.A.2.a.	Every Meeting	See summary of reports reviewed and approved by the AC during calendar year 2023 in cover memo.
Audit Plan Status Update	VII.A.1.d. & VII.A.2.c-d.	Every Meeting	At each meeting, the AC reviewed the Audit Plan Status Update report.
Summary of Hotline Investigations	VII.D.3 & VII.E.2.b.	Every Meeting	At each meeting, the AC reviewed the Summary of Hotline Investigations report.
Recommendation Follow-Up Reports	VII.A.2.b.	Every Meeting	AC reviewed the Recommendation Follow-Up Reports at the February, June, August and December AC meetings.
Proposed Audit Plan and Budget	VII.A.1.c.	Annually	AC reviewed and approved the Proposed Audit Plan and Budget at the February meeting.
Annual Risk Assessment	VII.A.1.a.	Annually	In February and June, Trustees, including those on the AC, provided feedback on current risks for the Annual Risk Assessment.
Annual Audit Plan	VII.A.1.b.	Annually	AC reviewed and approved the FY 2024 Annual Audit Plan at the August meeting.
Presentation / memo by Financial Auditor detailing proposed scope of work and timing.	VII.B.2	Annually	Plante Moran, LACERA's external auditor, presented to the AC its proposed scope of work and timing at the August meeting.
Internal Audit Charter	VII.A.3.a.	Annually	AC reviewed and approved IA's Charter at the August 2021 meeting. Staff presented at the December 2023 AC meeting that the IIA will be issuing substantial revisions to their standards in early 2024 and staff will bring a revised Internal Audit Charter to the AC in June 2024 for approval.
Internal Audit Annual Performance Report	VII.A.3.b.-c.	Annually	*IA presented its Annual Performance Report at the August 2023 meeting.
CAE Performance Evaluation	VII.A.4.b.-c.	Annually	The CAE presented his self-evaluation with CEO comments to AC at the December 2024 meeting. AC trustees were requested to submit their scored evaluations of the CAE to the Director of HR.
Ethics & Values Review	VII.D.1-3.	Annually	IA presented an update on Weaver's Organizational Governance Review and related strategic recommendations at the August 2023 AC meeting.
Organizational Governance Review	VII.E.	Annually	
Compliance Memo from Legal Office	VII.E.4.c.	Annually	Executive Management and Legal presented an assessment of LACERA's status in regard to compliance at the March 2023 AC meeting.
Financial Statements, Correspondence, & Presentation	VII.C.1.-4.	Annually	Plante Moran presented the Financial Statements, Correspondence, and related reports to the AC at the December 2024 meeting.
Audit Committee Annual Performance Report	VII.G.1.	Annually	We are recommending at the December 2023 AC meeting that the AC take its Annual Performance Report to the Boards at their January 2024 meetings.

**2022 Audit Committee Charter Responsibilities**

<b>Documentation</b>	<b>Ref to *AC Charter</b>	<b>Frequency</b>	<b>Comments</b>
Audit Committee Charter	VII.F.4	Every 3rd year	The Boards approved the AC Charter in July 2021. Staff presented proposed revisions to the Charter at the December 2023 meeting, making significant changes to the Charter for the Committee consideration. The changes if approved by the Committee and the Boards will change the Audit Committee to the Audit, Compliance, Risk and Ethics (ACRE) Committee.
Approve the appointment and compensation of the External Financial Auditor	VII.B.1	Every 5th year**	The Audit Committee approved the issuance of an RFP at the November 2022 meeting, interviewed three finalists at the March 2023 meeting and selected Plante Moran to continue as external financial auditor for a three year term with two additional one year extensions, at the discretion of the Audit Committee.
Ensure IA has an external quality assessment performed every five years.	VII.A.3.d.	Every 5th year	External Quality Assessment (EQA) Auditor, The Institute of Internal Auditors (IIA) Quality Services presented their report to the AC at the March 2022 meeting.
Provide an open avenue of communication between IA, all Professional Service Providers, Management, and the Boards.	VII.F.2	Continuous	Continuous
Approve the appointment & compensation of other Professional Service Providers, hired to perform non-financial statement audits, reviews or consulting, subject to limitations	VII.B.2	As needed	The AC also approved the hiring of KPMG to perform an operational due diligence (ODD) review of LACERA's Investment Office at the November 2022 meeting at the conclusion of an RFP process. KPMG completed their work in August 2023. Internal Audit used the services of NetForce, one of the Internal Audit pool firms to complete an application security review of the OneMeeting application.
Review with Professional Service Providers, including the Financial Auditor, and Mgmt the results of the work performed, any findings & recommendations, Mngmt's responses, and actions taken to implement the audit recommendations.	VII.B.3	As needed	Presentations are made by the external service providers to the AC on work completed, as necessary, throughout the year and the AC has the opportunity to discuss findings and recommendations with the external providers and management. Findings are included in Internal Audit's recommendation follow-up process and Internal Audit reports on the status of implementation to the AC on an ongoing basis until resolved.
Advise the Boards about any recommendations for the continuous improvement of the internal audit activity.	VII.A.3.e.	As needed	–
Make recommendations to both Boards regarding the appointment, discipline, and/or dismissal, of the CAE, which will be addressed by the Boards in a joint meeting.	VII.A.4.a.	As needed	–
Perform other activities related to this Charter as requested by the Boards.	VII.F.3	As needed	–

**\*Legend**  
AC = Audit Committee  
IA = Internal Audit  
PM = Plante Moran, LACERA's financial auditors

**FOR INFORMATION ONLY**

December 22, 2023

TO: Each Trustee  
Board of RetirementFROM: Tamara Caldwell, Division Manager   
Disability Retirement Services

FOR: January 3, 2024 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 3, 2024, Disability Retirement Applications Agenda.

<b>Consent &amp; Non-Consent Calendar</b>		
Number of Applications	64	
Average Processing Time (in Months)	14.45	
<b>Revised/Held Over Calendar</b>		
Number of Applications	2	
Processing Time Per Case (in Months)	Case 1 24	Case 2 17

# DISABILITY RETIREMENT SERVICES

## Application Processing Time

12  
  
 Months

66

Total Cases  
 on Agenda

30%

Processed in  
 12 months  
 or less

14.45

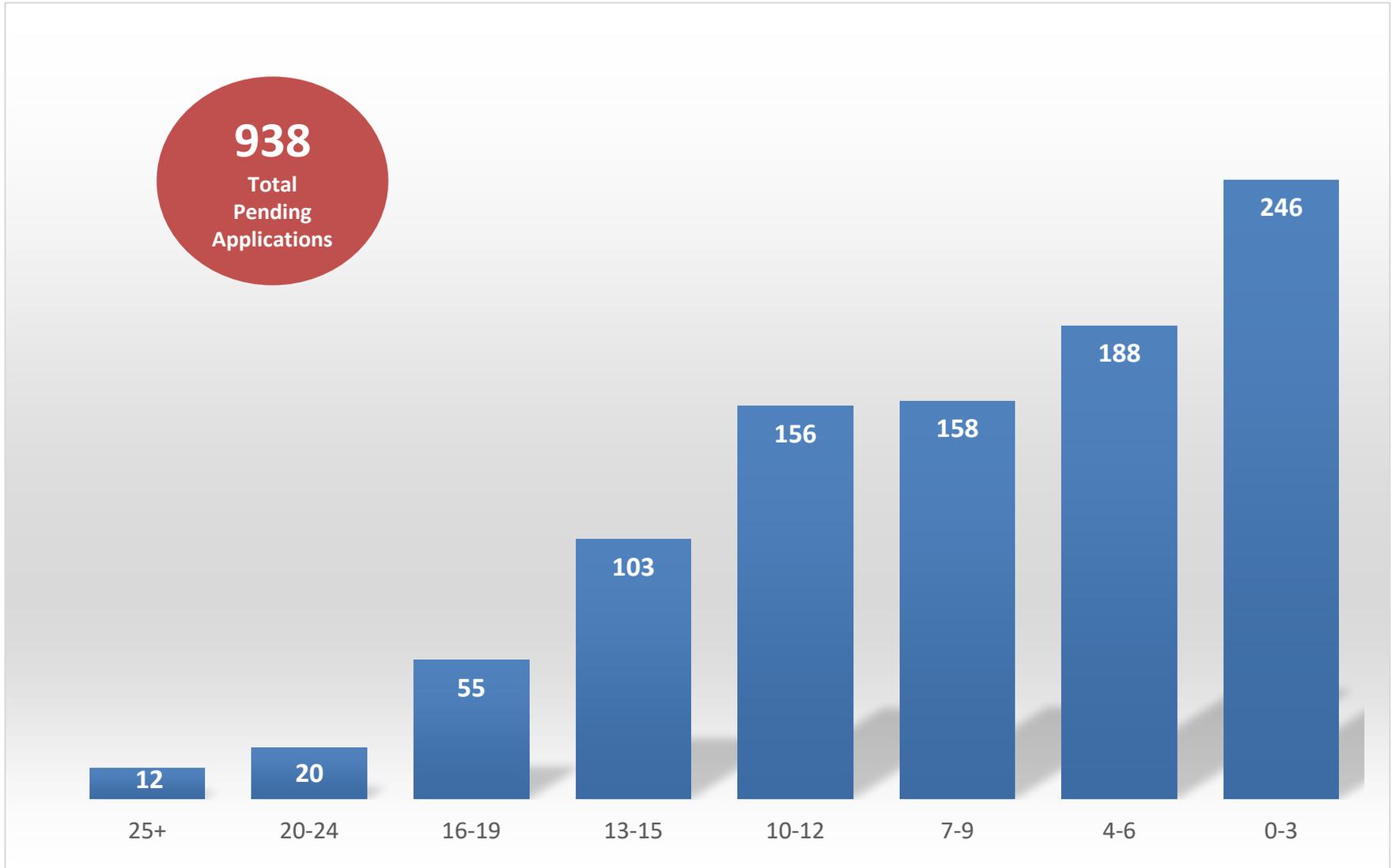
Average  
 Processing  
 in months  
 (first time to Board)



January 3, 2024 - Disability Agenda

# DISABILITY RETIREMENT SERVICES

## Pending Applications/Months

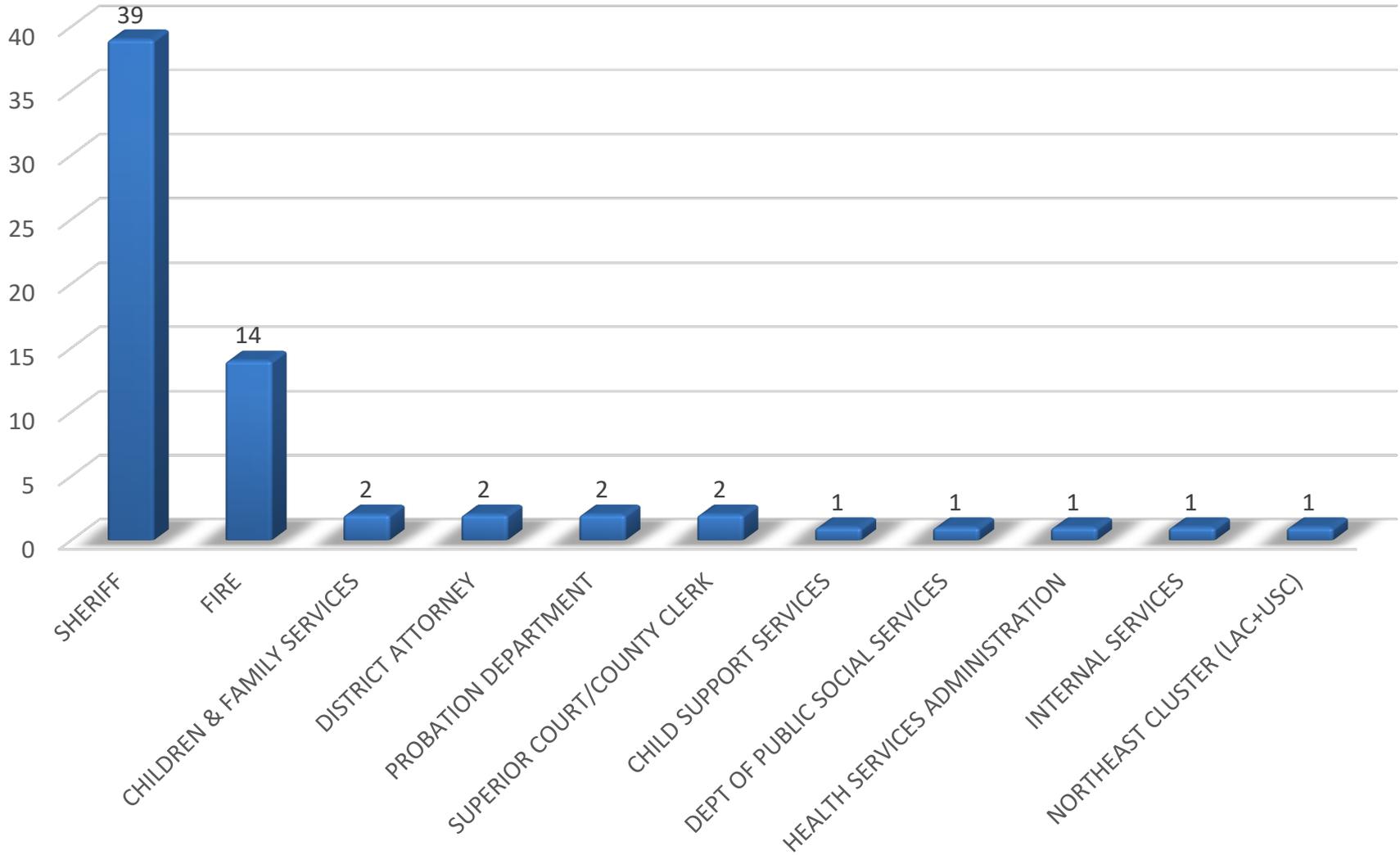


As of December 26, 2023

\*Cases on the January 3, 2024 agenda are not included

# DISABILITY RETIREMENT SERVICES

## Total Applications by Department on January 3, 2024 Agenda



**FOR INFORMATION ONLY**

December 21, 2023

TO: Each Trustee  
Board of Retirement  
Board of Investments

FROM: Ted Granger   
Interim Chief Financial Officer

FOR: January 3, 2024 Board of Retirement Meeting  
January 10, 2024 Board of Investments Meeting

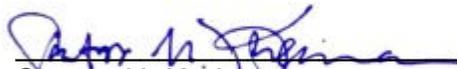
**SUBJECT : MONTHLY TRUSTEE TRAVEL & EDUCATION REPORT – NOVEMBER 2023**

Attached for your review is the Trustee Travel & Education Report. This report includes all events (i.e., attended and canceled) from the beginning of the fiscal year through November 2023.

Trustees attend monthly Board and Committee meetings at LACERA's office which are considered administrative meetings per the Trustee Travel Policy. In order to streamline report volume and information, these regular meetings are excluded from the monthly travel reports but are included in the quarterly travel expenditure reports.

Staff travel and education reports are provided to the Chief Executive Officer monthly and to the Boards quarterly.

REVIEWED AND APPROVED:

  
\_\_\_\_\_  
Santos H. Kreimann  
Chief Executive Officer

TG/EW/SC/SE/gj

**Attachments**

c: L. Lugo  
J. Popowich  
L. Guglielmo  
J. Grabel  
S. Rice  
R. Contreras

**TRUSTEE TRAVEL AND EDUCATION REPORT**  
**FOR FISCAL YEAR 2023 - 2024**  
**NOVEMBER 2023**

Attendee	Purpose of Travel - Location	Event Dates	Travel Status
<b>Alan Bernstein</b>			
A	1 Edu - PREA's 33rd Annual Institutional Investor Conference - Boston MA	10/18/2023 - 10/20/2023	Attended
B	- Edu - NACD DE&I Deep Dive: A Road Map for Becoming an Inclusion-Focused Board - Laguna Beach CA	08/22/2023 - 08/23/2023	Attended
<b>Vivian Gray</b>			
A	1 Edu - Prosper Africa U.S. Institutional Investors Delegation Trip & GEBF Thought Leadership Conference - Johannesburg and Cape Town South Africa	09/30/2023 - 10/06/2023	Attended
B	- Admin - SACRS Board of Directors and Committee Meeting - San Mateo CA	08/07/2023 - 08/08/2023	Attended
	- Admin - RELAC Annual Luncheon - Alhambra CA	08/10/2023 - 08/10/2023	Attended
	- Admin - TLF Trustee Peer Coaching Program - Boston MA	10/26/2023 - 10/27/2023	Attended
	- Admin - CALAPRS Intermediate Course in Retirement Plan Administration - Burbank CA	11/01/2023 - 11/03/2023	Attended
	- Edu - SACRS 2023 Fall Conference - Rancho Mirage CA	11/07/2023 - 11/10/2023	Attended
	- Admin - NASP New York Symposium - New York City NY	11/14/2023 - 11/15/2023	Attended
<b>Jason Green</b>			
A	1 Edu - 2023 SuperInvestor International - Zürich Switzerland	11/14/2023 - 11/17/2023	Attended
B	- Edu - CII 2023 Fall Conference   Next Frontier in Governance - Long Beach CA	09/11/2023 - 09/13/2023	Attended
<b>David Green</b>			
A	1 Edu - 2023 SuperInvestor International - Zürich Switzerland	11/14/2023 - 11/17/2023	Attended
<b>James Harris</b>			
B	- Admin - RELAC Annual Luncheon - Alhambra CA	08/10/2023 - 08/10/2023	Attended
<b>Patrick Jones</b>			
A	1 Edu - 2023 Investment Diversity Advisory Council (IDAC) Global Summit - Chicago IL	09/19/2023 - 09/20/2023	Attended
	2 Edu - NCPERS 2023 Fall Conference - Las Vegas NV	10/21/2023 - 10/25/2023	Attended
B	- Edu - PPI 2023 Summer Roundtable - San Francisco CA	07/19/2023 - 07/21/2023	Attended
	- Edu - SACRS 2023 Fall Conference - Rancho Mirage CA	11/07/2023 - 11/10/2023	Attended
<b>Onyx Jones</b>			
X	- Edu - NCPERS 2023 Fall Conference - Las Vegas NV	10/21/2023 - 10/25/2023	Canceled
<b>Keith Knox</b>			
A	1 Edu - 2023 PPI Executive Seminar and Asia Roundtable - Tokyo Japan	10/22/2023 - 10/27/2023	Attended
B	- Admin - RELAC Annual Luncheon - Alhambra CA	08/10/2023 - 08/10/2023	Attended
<b>Les Robbins</b>			
B	- Admin - RELAC Annual Luncheon - Alhambra CA	08/10/2023 - 08/10/2023	Attended

**TRUSTEE TRAVEL AND EDUCATION REPORT**  
**FOR FISCAL YEAR 2023 - 2024**  
**NOVEMBER 2023**

Attendee	Purpose of Travel - Location	Event Dates	Travel Status
<b>Gina Sanchez</b>			
A	1 Edu - 2023 Investment Diversity Advisory Council (IDAC) Global Summit - Chicago IL	09/19/2023 - 09/20/2023	Attended
	2 Edu - Midwest and West Coast Investor Insight Summit - Chicago IL	10/05/2023 - 10/06/2023	Attended
	3 Edu - 2023 LAVCA Week Conference - New York City NY	10/10/2023 - 10/13/2023	Attended
	4 Edu - 2023 PPI Executive Seminar and Asia Roundtable - Tokyo Japan	10/22/2023 - 10/27/2023	Attended
B	- Edu - PPI 2023 Summer Roundtable - San Francisco CA	07/19/2023 - 07/21/2023	Attended
	- Edu - SACRS 2023 Fall Conference - Rancho Mirage CA	11/07/2023 - 11/10/2023	Attended
<b>Herman Santos</b>			
A	1 Edu - 2023 LAVCA Week Conference - New York City NY	10/10/2023 - 10/13/2023	Attended
	2 Edu - 2023 PPI Executive Seminar and Asia Roundtable - Tokyo Japan	10/22/2023 - 10/27/2023	Attended
B	- Admin - RELAC Annual Luncheon - Alhambra CA	08/10/2023 - 08/10/2023	Attended
	- Edu - SACRS 2023 Fall Conference - Rancho Mirage CA	11/07/2023 - 11/10/2023	Attended

Category Legend:

A - Pre-Approved/Board Approved Educational Conferences

B - 1) Board Approved Administrative Meetings and 2) Pre-Approved Educational Conferences in CA where total cost is no more than \$3,000 provided that a Trustee may not incur over \$15,000 for all expenses of attending all such Educational Conferences and Administrative Meetings in a fiscal year per Trustee Travel Policy Section III.A

C - Second of two conferences and/or meetings counted as one conference per Trustee Education Policy Section IV.C.2 and Trustee Travel Policy Section IV.

V - Virtual Event

X - Canceled events for which expenses have been incurred.

**FOR INFORMATION ONLY**

December 26, 2023

TO: Each Trustee,  
Board of Retirement

FROM: Steven P. Rice, *SPR*  
Chief Counsel

FOR: January 3, 2024 Board of Retirement Meeting

SUBJECT: FPPC Formal Advice Letter

Joy Higa is a proposed appointee by the Board of Supervisors (Supervisor Mitchell) to LACERA's Board of Investments. Ms. Higa is currently Chief Compliance Officer and Senior Vice President, Regulatory Affairs at UnitedHealth Group. She has held various positions at UnitedHealth for over 17 years; she served on the CalSTRS Board for over eight years.

UnitedHealth is a provider of retiree healthcare services to retired LACERA members through the County's Other Post-Employment Benefits (OPEB) program (Program). The Program is administered by LACERA and overseen by the Board of Retirement, including actuarial valuations and assumption setting. The Board of Investments oversees investment and management of the OPEB Trust established by the County, the Superior Court, and LACERA and approves selection of Program actuaries. The OPEB Trust exists to prefund premiums to Program carriers, such as UnitedHealth, and other expenses of the Program; the Trust is available for payment of current costs, if needed. UnitedHealth Group securities are held in both the pension fund and the OPEB Trust.

LACERA's Chief Counsel and fiduciary counsel Ashley Dunning and Karen Getman discussed the Board of Investments' roles and responsibilities for the OPEB Trust and potential conflict of interest issues with Ms. Higa and counsel from UnitedHealth. Based on the facts as currently known, we believe conflicts, if any, may be avoided through recusal on items relating to the OPEB Trust and UnitedHealth securities. Counsel and Ms. Higa agree that the conflict issues, if any, and the means to avoid them should be confirmed in a Fair Political Practices Commission (FPPC) formal advice letter.

A request for formal advice will be submitted soon to the FPPC on behalf of LACERA, the Boards, and Ms. Higa. The Board of Investments was informed at its December 13, 2023 meeting.

c: Board of Investments      Jonathan Grabel  
Santos H. Kreimann      Luis Lugo



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**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**



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