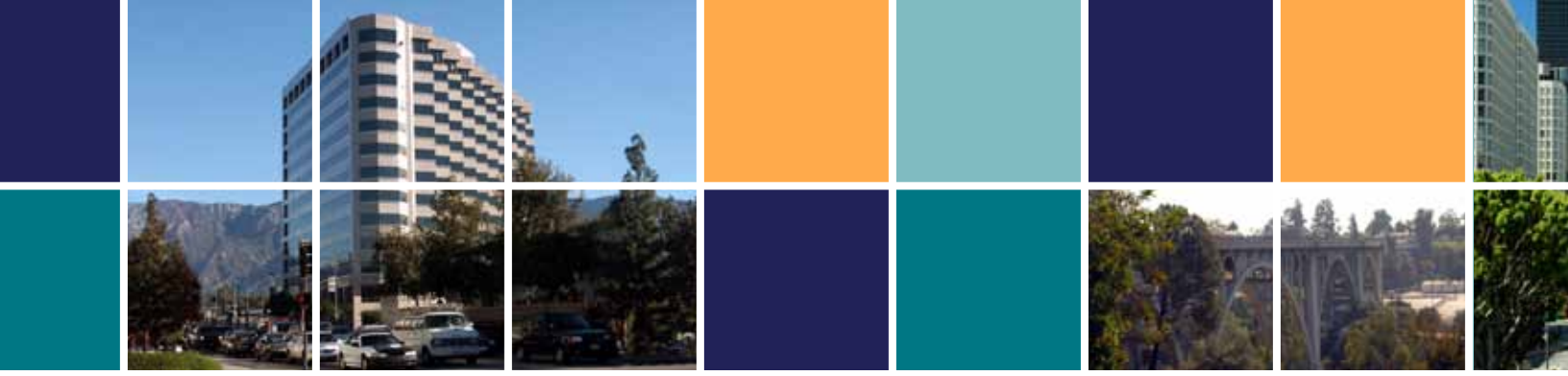




# L.A. CERA

*IS SEEKING OUTSTANDING CANDIDATES FOR THE POSITION OF*  
**DIRECTOR, RETIREE HEALTH CARE BENEFITS**



## THIS OUTSTANDING CAREER OPPORTUNITY...

of Director, Retiree Health Care Benefits is responsible for the oversight, management, communications, and administration of health benefits (medical, dental, vision, and long-term care) provided to the approximately 50,000 retirees and beneficiaries of Los Angeles County, with total health premiums in excess of one-third of a billion dollars. The Director oversees a staff of 15 and also serves as staff to the Insurance, Benefits, and Legislative Committee with significant interaction with the Board of Retirement.

## GOVERNING STRUCTURE...

for LACERA is comprised of two nine-member Boards:

- **Board of Retirement (BOR)** – Responsible for the overall management of the retirement system. Under the policy guidance of the Board of Retirement and the direction of the CEO, LACERA strives to create innovative ways to streamline and expedite retirement processes, integrate new technologies, and introduce new member service options and upgrades.
- **Board of Investments (BOI)** – Responsible for establishing LACERA's investment policy and objectives as well as exercising authority over the investment management of the fund. Diversified investments include Stocks/Equities, Fixed Income/Bonds, Real Estate, and Alternative Assets.

LACERA has had a history of stable executive leadership. The day-to-day management of the organization is under the direction of Mr. Gregg Rademacher, Chief Executive Officer, who brings a total of fifteen years experience with the organization.

## PASADENA AND SURROUNDING AREAS...

offer a high quality of life for its residents and visitors. Located 20 minutes northeast of downtown Los Angeles, Pasadena (pop. 145,000) represents a progressive and dynamic community best known as the home to the Tournament of Roses Parade and the Rose Bowl.

Pasadena offers a high quality of life based on elegant residential neighborhoods, more than 1,100 acres of parkland, first class cultural institutions, world renowned colleges and universities, and a diverse economy employing over 100,000 persons in leading industries. This area also offers charming and

distinct centers of retail activity such as Old Pasadena, the Playhouse District, South Lake Avenue, the Paseo Colorado, and East Pasadena.

Other residential areas are within a close commute to Pasadena. With freeway access and the Gold Line light rail system (with six stations in Pasadena), transportation from Pasadena to downtown Los Angeles and points in between is convenient.

## THE OPPORTUNITIES AND CHALLENGES...

of this position are critical to continued and ongoing success of LACERA. This key leadership position contributes to the financial health of the organization. One of the most important aspects of this position is to deliver prudent yet proactive management of health care operations with continued emphasis on cost containment measures. Another critical key element of the position includes oversight and implementation of the fiscal requirements mandated by GASB Statement 45 for the financial reporting of post-employment health care benefit costs – which to LACERA is a significant funding consideration in future years.

Additionally, working with the Executive Team, the Director will be able to evaluate the current organizational structure of the Retiree Health Care Benefits Division. Alternatively, if the organizational review warrants, the Director will have some degree of latitude in re-organizing the Division in such a fashion that will better serve to support and compliment the Director's own expertise.

Key opportunities and challenges for the Director, Retiree Health Care Benefits include:

- Address the impact of national Health Care Reform on LACERA's retirees;
- Develop a strategic approach to pending and enacted legislation on retiree health care benefits;
- Actively assume a key leadership position with professional associations focused on health care and retiree benefits including significant participation on a national level and periodic trips to Washington, DC;
- Manage vendor relationships including coordinating with the Plan Sponsor;
- Enhance and expand working relationships with various government agencies including Center for Medicare and Medicaid Services (CMS) and other federal and state agencies; and
- Direct the negotiation of contracts for consulting services for retiree medical plans, professional services or related services.





## THE POSITION RESPONSIBILITIES...

of the Director, Retiree Health Care Benefits include providing management and leadership to the Retiree Health Care Benefits Division and other key duties that involve strategic planning, financial oversight, management and external collaboration. Perhaps the most critical aspects of this position can be summarized as safeguarding the health plan by adhering to the benefit design and contractual relationship with the Plan Sponsor.

The Director also serves as staff to the Insurance, Benefits, and Legislative Committee with significant interaction with the Board of Retirement.

Reporting to the Assistant Executive Officer, the Director will be responsible for:

### Strategic Planning

- Advising LACERA Leadership and Board of Retirement on Health Care Reform and related health care issues (e.g., Medicare, legislative activity at both the state and federal levels).
- Providing alternatives and approaches to help ensure the long-term viability of the plans, such as the introduction of disease management programs.
- Anticipating the impact of Health Care Reform and other external events (e.g., insurance marketplace changes, legislation) and proactively work with staff and the Board to address these issues and implement solutions.
- Ensuring compliance with various contractual arrangements governing the plans.
- Training new Board members on the programs and related issues.
- Setting and monitoring the monthly Insurance, Benefits, and Legislative Committee agenda.

### Financial Oversight

- Overseeing renewal negotiations and year-end accounting activities on insured plans.
- Developing Board recommendations related to financial matters.
- Acting as the liaison with the County of Los Angeles CEO's Office and the Auditor Controller's Office as it relates to the Retiree Health Care Benefits Program.

### Management

- Managing all vendor relationships and activities with consulting firms including LACERA's principal consultant on communication topics ranging from:
  - » Annual contract negotiations and renewals with carriers;
  - » Participation in the Stay Healthy Together Program through LACERA's consulting firm;
  - » Exerting LACERA's influence to ensure best service and service teams are received from all vendors; and
  - » Conducting annual due diligence to ensure vendor performance.
- Overseeing Insurance Services staff, responsible for the day-to-day administration and maintenance of the retiree health care benefits program.
- Personally resolving high level and/or difficult claims and administrative issues.

### External Collaboration

- Collaborating with other public sector employers in developing joint strategies for dealing with health care issues.
- Participating in carrier-sponsored forums and advisory councils; highlighting the specific issues related to retirees.
- Representing LACERA with various state and national health care associations in Sacramento and Washington, DC.
- Attending key conferences periodically throughout the year for networking opportunities as well as to bringing state-of-the-art solutions to the Board for consideration.

## THE IDEAL CANDIDATE...

for this position will have outstanding interpersonal and communication skills combined with a collaborative approach and commitment to working with a dynamic executive leadership team within a robust and fast-paced environment. The ideal candidate will have a strong understanding of the professional health benefits community, underwriting principles and actuarial concepts. In addition to technical expertise, top candidates will have an engaging personal style that strives for excellence in providing executive leadership and management to support a significant membership base. Also, candidates must be willing to travel periodically (i.e., Sacramento and Washington, DC) representing LACERA among industry peers and key health care leaders.



Ideally, top candidates will have senior level experience in the design and delivery of comprehensive health benefits to a large, preferably member-driven organization. Additionally, candidates must promote a strong “customer centric” focus – continuing with the organization’s tradition of excellence in customer service to LACERA members. Also, the selected candidate will be known as innovative and creative in his/her approach to administration of existing and proposed insurance services, able to initiate cost-effective and cost-containment alternatives to ensure support by its membership. Additionally, the Director will be the organization’s key point person in providing policy formation to support the goals of LACERA including presentation to the Board of Retirement.

Candidates should possess a thorough knowledge of benefits design, administration, and risk management principles needed to manage a public agency retiree health care benefits program. Additionally, the Director should have strong knowledge of indemnity plans, HMOs and Medicare Advantage. The Director should also have the ability to work collaboratively with a large union represented member base. The Director will also be expected to aggressively represent and advocate for retirees and be politically astute.

The Director will be comfortable in taking a hands-on approach to day-to-day operations in managing the Retiree Health Care Benefits Division. With a relatively small yet highly competent staff (15 FTEs) and a large membership, the Director is also the main contact with Board Members and member organizations assisting their immediate needs, interpreting policies, and providing guidance.

The Director is also expected to be innovative and creative in his/her approach to administration of existing services, able to initiate cost-effective and cost-containment alternatives to ensure support by its membership, and provide policy formation to support the goals of LACERA’s retiree health benefits. The Director must be a skilled negotiator with vendors and insurance carriers on behalf of the organization while supporting a collaborative and open environment for its membership. Additionally, as the Director, it will be essential to have a full understanding of the public bid process and all aspects of due diligence on the part of the Plan, always working on behalf of the Plan Sponsor – securing the best terms and conditions on the agreements with a focus on cost containment yet upholding quality and benefits.

Experience working with committees and boards is essential. The Director must also be skilled in presenting all options for consideration with the ability to be persuasive yet balanced with Board interactions. The Director must also have superior writing skills. A strong working knowledge of the legislative process at the local, state and national levels is preferred.

## THE QUALIFYING CRITERIA...

for the Director, Retiree Health Care Benefits encompasses a number of key experiential areas including a track record of high level experience in administering complex benefits programs. Experience working for a retiree or senior population is a plus. Extensive knowledge of the health care field, its state of constant and ever-changing environment, including medical, dental, vision, and long-term care, are essential for this position. This executive must also have an understanding of Center for Medicare and Medicaid Services (CMS)

and its related programs. This is a national search effort and all qualified candidates are encouraged to apply, although knowledge and experience dealing with California insurance and managed care law may be considered a plus.

**Experience** – A significant number of years of experience within the industry is needed to qualify for this position, including highly responsible and complex administrative, advisory or senior level staff experience dealing with investigation and solution of procedural, personnel, budgetary, legislative, governmental or similar complex problems in the field of health care. Understanding of Medicare and the Medicare Part D program, including the Rx subsidy process, is required. Management and supervision of staff is required. Experience in the public sector is strongly preferred, although candidates working in the private sector with demonstrated experience working with public agencies are considered strong candidates for consideration.

**Education** – A Bachelor’s degree in a related field is preferred. A Master’s degree may be considered a plus.

## THE COMPENSATION AND BENEFITS...

offered for this position is outstanding. The base compensation is up to \$174,086 and includes a generous MegaFlex Benefit Plan (calculated as 14.5% of base salary) with exceptional benefits including Los Angeles County Retirement Plan. Placement in the range (\$115,015 to \$174,086) will be based on the candidate’s qualifications and salary history. Additional details of the compensation package are available from Ralph Andersen & Associates.

## TO BE CONSIDERED...

for this highly competitive process, candidates must submit a resume, cover letter and a listing of relative accomplishments. Los Angeles County Civil Service examination rules will apply for selection and appointment for this position. Submittals will be reviewed and evaluated as received. Interested candidates are encouraged to **apply prior to Friday, April 30, 2010** to [apply@ralphandersen.com](mailto:apply@ralphandersen.com). **Electronic submittals are required.** This is a confidential process and no references will be contacted until mutual interest is established. Only a select few – the most highly qualified candidates – will be invited to interview with the LACERA Executive Team. On-site interviews are anticipated to be during late May/early June 2010. ***This position is open until filled.***

Exclusive Executive Search Engagement by:  
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Confidential inquiries are welcomed to:  
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*This is not an official announcement for examination.*

