

APPROVED

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

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

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

THURSDAY, JULY 11, 2019, 11:00 A.M. – 11:56 A.M.

COMMITTEE MEMBERS

PRESENT: Joseph Kelly
Les Robbins
Vivian H. Gray, Alternate

ABSENT: Shawn R. Kehoe, Chair
Thomas Walsh, Vice Chair

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

JP Harris
Herman B. Santos

STAFF, ADVISORS, PARTICIPANTS

JJ Popowich, Assistant Executive Officer
Cynthia Martinez, Chief, Communications
John Gaffney, Web Designer, Systems
Sarah Scott, Senior Writer, Communications

The meeting was called to order by Acting Chair Robbins at 11:00 a.m. Due to the absence of Messrs. Kehoe and Walsh, the Chair announced that Ms. Gray, as the alternate, would be a voting member of the Committee.

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the regular meeting of June 13, 2019

Mr. Kelly made a motion, Mr. Robbins seconded, to approve the minutes of the regular meeting of June 13, 2019. The motion passed unanimously.

II. PUBLIC COMMENT

III. REPORTS

A. LACERA Operations Briefing
JJ Popowich

Mr. Popowich presented the monthly briefing on LACERA's operations. Beginning with this month's report, Mr. Popowich will be updating the Committee on the status of the Strategic Plan Goals and Operations Improvement initiatives.

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

B. LACERA.com Redesign
Cynthia Martinez, Chief, Communications

Ms. Martinez discussed the website redevelopment project. Mr. Gaffney and Ms. Scott provided a presentation of the prototype draft of the website, and answered questions from the Committee.

C. Privacy Incident: Member with Disability Appeal Receives Third Party Medical Records – Incident 1
JJ Popowich, Assistant Executive Officer
(Memo and Attachments Exempt from Public Disclosure
California Public Records Act, Cal. Gov't Code § 6254(c), (k)
Brown Act, Cal. Gov't Code § 54957.5(a)

D. Privacy Incident: Member with Disability Appeal Receives Third Party Medical Records – Incident 2
JJ Popowich, Assistant Executive Officer
(Memo and Attachments Exempt from Public Disclosure
California Public Records Act, Cal. Gov't Code § 6254(c), (k)
Brown Act, Cal. Gov't Code § 54957.5(a)

III. REPORTS (Continued)

Mr. Popowich discussed the above privacy incidents, both involving files that were mailed out which included third party medical records. Disability Retirement Services (DRS) has implemented a new three level quality assurance system to mitigate this risk in the future. Also, staff receives periodic training on privacy issues and responsibilities, and the importance of quality control to identify and prevent privacy incidents such as this.

IV. ITEMS FOR STAFF REVIEW

Mr. Kelly requested that the Committee be briefed at a future OOC meeting regarding the California Consumer Privacy Act (being implemented in January 2020) and its relationship to LACERA and LACERA's business.

V. GOOD OF THE ORDER

(For information purposes only)

VI. ADJOURNMENT

The meeting adjourned at 11:56 a.m.

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