

NOTICE OF MEETING AND AGENDA

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

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION

300 North Lake Avenue, Suite 810
Pasadena, CA 91101

June 10, 2014 - 9:00 A.M.**

COMMITTEE MEMBERS:

Shawn R. Kehoe, Chair
William de la Garza, Vice Chair
Marvin Adams
Yves Chery
Ronald Okum, Alternate

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the special meeting of May 22, 2014

II. PUBLIC COMMENT

III. ACTION ITEMS

A. Recommendation as submitted by Bernie Buenafior, Division Manager, Claims Processing: That the Committee recommend the Board of Retirement write-off the uncollectible accounts enumerated in the "Schedule of Uncollectible Accounts as of March 31, 2014." (Memorandum dated May 30, 2014)

IV. FOR INFORMATION

A. LACERA Operations Briefing
Robert Hill/JJ Popowich

B. Overpayment & Forgery Receivables (Period Ending March 31, 2014)
Susana Seeckts/Angel Calvo/David Bayha

C. Technology Security – Our Perspective
James Pu, Chief Information Officer/Information Security Officer

June 10, 2014

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V. MISCELLANEOUS

VI. GOOD OF THE ORDER

(For information purposes only)

VII. ADJOURNMENT

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

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

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

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

MINUTES OF THE SPECIAL 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

JUNE 10, 2014, 11:30 A.M. – 12:35 P.M.

COMMITTEE MEMBERS

PRESENT: Shawn R. Kehoe, Chair
William de la Garza, Vice Chair
Marvin Adams
Yves Chery
Ronald Okum, Alternate

ALSO ATTENDING:

BOARD MEMBERS AT LARGE

Alan Bernstein
Vivian H. Gray
David L. Muir
Les Robbins

STAFF, ADVISORS, PARTICIPANTS

Robert Hill	Angel Calvo
JJ Popowich	James Pu
David Bayha	Susana Seeckts
Bernie Buenaflor	

The meeting was called to order by Chair Kehoe at 11:30 a.m.

I. APPROVAL OF THE MINUTES

A. Approval of the minutes of the special meeting of May 22, 2014

Mr. Okum made a motion, Mr. de la Garza seconded, to approve the minutes of the special meeting of May 22, 2014. The motion passed unanimously.

II. PUBLIC COMMENT

III. ACTION ITEMS

A. Recommendation as submitted by Bernie Buenafior, Division Manager, Claims Processing: That the Committee recommend the Board of Retirement write-off the uncollectible accounts enumerated in the "Schedule of Uncollectible Accounts as of March 31, 2014." (Memorandum dated May 30, 2014)

Mr. Adams made a motion, Mr. Chery seconded, to approve the recommendation. The motion passed unanimously.

IV. FOR INFORMATION

A. LACERA Operations Briefing

Messrs. Hill and Popowich presented the monthly briefing on LACERA's operations. Many of the items highlighted may recur in subsequent briefings or may result in a future comprehensive OOC presentation.

- Public Records Request Update
- New Beta Test: Call Survey

B. Overpayment & Forgery Receivables (Period Ending March 31, 2014)
Susana Seeckts/Angel Calvo/David Bayha

Susana Seeckts, Angel Calvo, and David Bayha presented the status report on overpayment and forgery receivables for the six month period ending March 31, 2014. There are currently 460 overpayment and forgery cases. During the past six months the total amount of overpayments has increased 24% to \$960,000.

IV. FOR INFORMATION (Continued)

Overpayments are broken out into three categories:

- Death related as a result of late death notification
Although the number of cases in this category has decreased, the dollar amount has increased. As we continue to focus on improving this process, more cases are being identified that otherwise would have gone unreported.
- Incorrect computation
The number and amount of cases in this category has decreased, due to increased checking at both the staff and supervisory levels, and quality assurance audits.
- Miscellaneous
As in the incorrect computation category, both the number and amount of these cases have decreased.

C. Technology Security – Our Perspective

James Pu, Chief Information Officer/Information Security Officer

Technology has unquestionably transformed everything we do. At the same time, we have also inherited technology's risks. The level of risk is directly in proportion to the capabilities that the technology provides. We must always safeguard our membership information as we continue to evolve our technology.

Mr. Pu gave a presentation to the Committee highlighting the challenges of continuously achieving the fine balance between security and capability, and our efforts and strategies to accomplish this. Mr. Pu also shared a few simple tips that anyone can observe to make their life in the digital world a little safer.

V. MISCELLANEOUS

VI. GOOD OF THE ORDER

(For information purposes only)

VII. ADJOURNMENT

The meeting adjourned at 12:35 p.m.

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