



Board Report 23-13

Date: February 21, 2023

To: Board of Deferred Compensation Administration

From: Staff

Subject: Deferred Compensation Plan Projects and Activities Report:
January 2023

Board of Deferred Compensation Administration

Thomas Moutes
Chair

Neil Guglielmo
Vice-Chair

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First Provisional Chair

Jeremy Wolfson
Second Provisional Chair

Joshua Geller
Third Provisional Chair

Dana H. Brown

Linda P. Le

Joseph Salazar

Baldemar J. Sandoval

Discussion:

Below are the Deferred Compensation Plan (DCP) project and activity updates for January 2023:

A. Operations and Project Updates

- **1099-R** – Participants who took a distribution in 2022 received an email notification that their 1099-R tax form is available for download at LA457.com. Paper 1099-R forms were mailed to the address on file on January 31, 2023.
- **SECURE 2.0** - Staff has attended webinars and meetings and received resources compiled by NAGDCA and plan consultants related to the changes provided for in the SECURE 2.0 Act. Voya will also be providing a general update to the Board during its quarterly update at this February 21st meeting. Staff will return to the Board to provide more information and updates on the mandatory provisions and tentative timelines for implementation. Currently, there is still much clarification that is needed regarding many provisions, as is expected after such substantive legislation passes. Should the Board wish to view some of the general resources available, the following is provided:
 - NAGDCA: [Secure 2.0 Resources](#)
 - Voya: [Webinar](#)

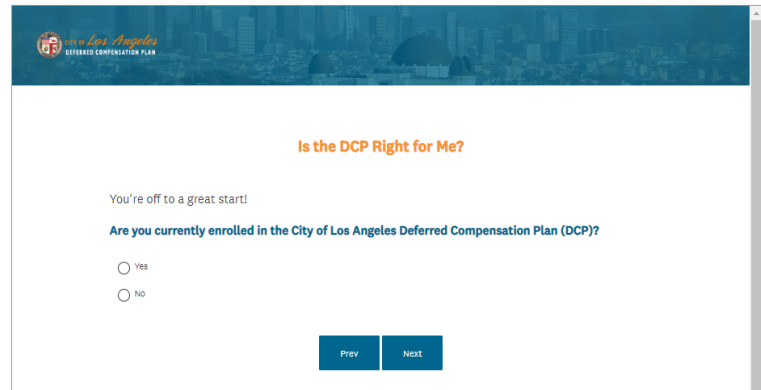
B. Communications Updates

- **January Enrollment Campaign** – On January 26, 2023, staff launched an enrollment email campaign to encourage City of Los Angeles employees to enroll in the DCP. Staff utilized a short decision-tree survey to help individuals determine the immediate next steps that would be most beneficial to them. The campaign generated 1,924 clicks from the city-wide email. So far, there have been over 1,700 survey entries. 97% of submissions are from full-time City employees, 45% of whom are not currently enrolled

in the DCP. Since the campaign was launched, there have been 59 enrollments. Over the past three years, the DCP has averaged 136 enrollments per month. The DCP exceeded this average in January 2023 with 177 enrollments.

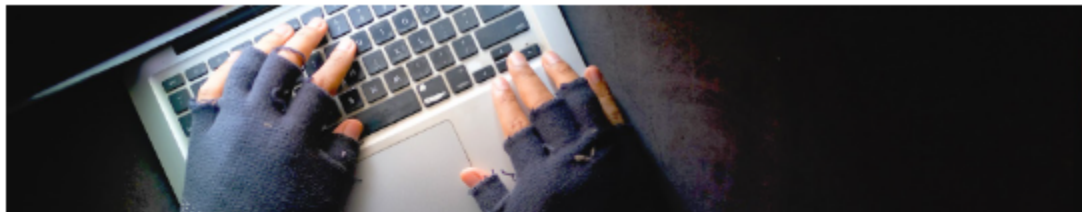
Is the DCP right for me? Take the two minute quiz below!

When it comes to planning for retirement, you may have questions about the savings options available through your employment with the City of Los Angeles. With our brief two minute quiz you'll find out if the Deferred Compensation Plan (DCP) is the right fit to help you reach your retirement goals. Get started below:



The screenshot shows a web interface for a quiz. At the top, there is a header with the City of Los Angeles logo and 'DEFERRED COMPENSATION PLAN'. The main heading is 'Is the DCP Right for Me?'. Below this, it says 'You're off to a great start!' and 'Are you currently enrolled in the City of Los Angeles Deferred Compensation Plan (DCP)?'. There are two radio buttons: 'Yes' (which is selected) and 'No'. At the bottom, there are 'Prev' and 'Next' buttons.

- **Marketing Emails and Solicitations from Non-City Providers** – Staff included an informational link in the Personnel Department’s monthly newsletter to advise employees that the DCP contracts with a single entity, Voya Financial, to provide DCP administration, recordkeeping, communications, and local counseling services. Participants are encouraged to reach out to the DCP if they are contacted by outside providers or are solicited to in any way.



YOUR DEFERRED COMPENSATION PLAN (DCP) ACCOUNT BEWARE OF SOLICITORS!

Please note that the City contracts with a single entity - Voya Financial (Voya) - to provide DCP administration, recordkeeping, communications, and local counseling services. Any contact or advertisement you receive about your account from any other investment provider is not approved by the City of the DCP. If you ever have any questions about the validity of a message you received or about an individual indicating they are representing the DCP and want to manage your investments, please email us at la457@lacity.org.

CLICK HERE TO LEARN HOW TO HANDLE DCP SERVICE SOLICITATIONS

- **Fourth Quarter 2022 Statements and January 2023 Newsletter** – DCP participant statements for the fourth quarter of 2022 (three-month period beginning October 1, 2022 and ending December 31, 2022) and the January 2023 newsletter were mailed to DCP participants on January 20, 2023. Participants who elected electronic delivery were sent an email notification on January 20, 2023, informing them that their individual statement

and the January 2023 newsletter were available to view and download via the Voya participant website.

- Money Matters Zoom Virtual Meetings** – In October 2020, staff launched “Money Matters” virtual meetings for employees to interact with DCP local retirement counselors via Zoom. During these sessions, DCP local retirement counselors provide education on various topics and answer participant questions. General DCP information virtual meetings are held on the third Wednesday of every month from 12:00 p.m. to 1:00 p.m. Attendance for January virtual meeting is provided in the following table:

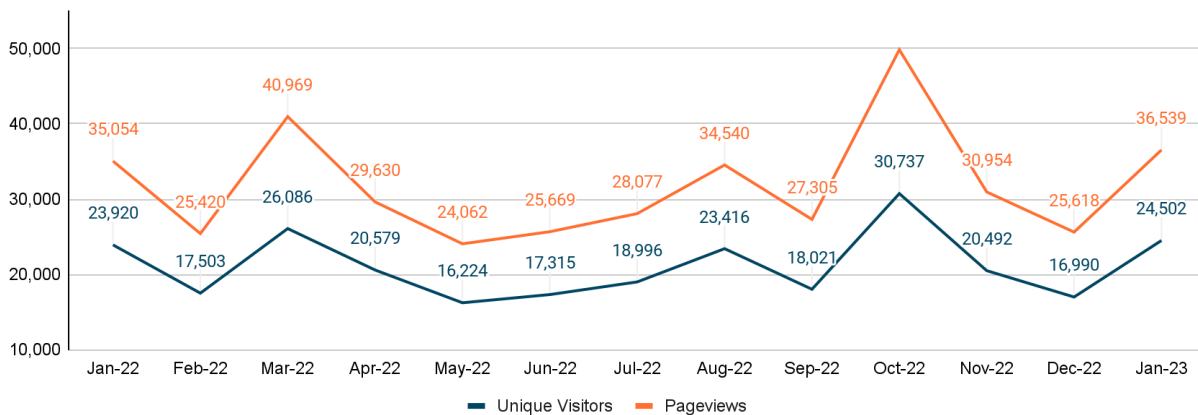
Topic	Date	Attendance
Enrollment	January 18, 2023	8

- LA457.com Engagement Statistics: January 2023** – LA457.com saw 24,502 unique visitors and 36,539 pageviews. The following table provides a review of the top ten website topics accessed by participants during the month.

Top 10 LA457.com Pages in January 2023	Views
1. Home	24,245
2. Is the DCP right for me? (Blogpost)	1,745
3. FAQs	1,254
4. Contact Us	1,146
5. Join the DCP	1,086
6. Loans	989
7. Contributions	844
8. Your Distribution Options	754
9. Money Matters - Pre-tax vs. After-tax (roth)	462
10. Investment Options	296

The following chart tracks LA457.com unique visitors and page views over the past calendar year.

LA457.com Traffic in the Last Year



C. Staffing Update

The following table provides a summary of staff positions supporting the DCP:

Position Authority	Incumbent Class	Function	Est. Percent Reimbursed by DCP	Staff Member
Personnel				
Defined Contribution Plan Manager	Defined Contribution Plan Manager	Executive Director	100%	<i>Vacant</i>
Chief Management Analyst	Chief Management Analyst	Employee Benefits Chief	10%	Paul Makowski
Senior Benefits Analyst II	Senior Personnel Analyst II	Plan Administration	100%	Esther Chang
Benefits Analyst	Benefits Analyst	Communications	100%	Eric Lan
Benefits Analyst	Benefits Analyst	Operations	100%	Mindy Lam
Benefits Specialist	Benefits Specialist	Participant Services	100%	Claudia Guevara
DCP Intern	DCP Intern	Participant Research	100%	<i>Vacant</i>
City Attorney				
Deputy City Attorney IV	Deputy City Attorney IV	Board Counsel	25%	Charles Hong
Legal Assistant	Legal Assistant	Participant Legal Services	40%	Vicky Williams

D. Committee Assignments

Following is the current Committee rosters as designated by the Board Chairperson:

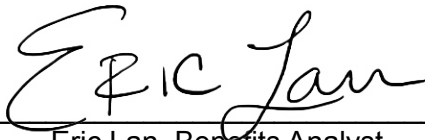
Plan Governance and Administrative Issues Committee	Investments Committee	Participant Engagement Committee
Joshua Geller, Chair	Jeremy Wolfson, Chair	Neil Guglielmo, Chair
Thomas Moutes	Joshua Geller	Dana H. Brown
Baldemar J. Sandoval	Neil Guglielmo	Joshua Geller
	Baldemar J. Sandoval	Baldemar J. Sandoval
Ad Hoc DC Plan Manager Selection Committee	Ad Hoc Employer Match Program Considerations	
Thomas Moutes, Chair	Thomas Moutes	
Joshua Geller	Joshua Geller	
Neil Guglielmo	Neil Guglielmo	
Jeremy Wolfson		

E. Next Board Meeting

The next regular Board meeting will take place on March 21, 2023. Following is a tentative list of agenda items for that meeting:

March 21, 2023 Regular Meeting Agenda Items
Board Report: DC Plan Manager Selection – Update
Board Report: Performance Guarantees (tentative)
Board Report: DCP Projects and Activities – February 2023

Submitted by:



Eric Lan, Benefits Analyst

Approved by:



Esther Chang, Senior Personnel Analyst II