

Benefits Administration Committee Agenda

REGULAR MEETING

TUESDAY, JANUARY 26, 2021

TIME: 9:00 A.M.

MEETING LOCATION:

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020) and due to the concerns over COVID-19, the LACERS Benefits Administration Committee's January 26, 2021, meeting will be conducted via telephone and/or videoconferencing.

Important Message to the Public

Information to call-in to listen and/or participate:

Dial: (669) 900-6833 or (346) 248-7799

Meeting ID# 884 4903 2301

Instructions for call-in participants:

- 1- Dial in and enter Meeting ID
- 2- Automatically enter virtual "Waiting Room"
- 3- Automatically enter Meeting
- 4- During Public Comment, **press *9** to raise hand
- 5- Staff will call out the last 3-digits of your phone number to make your comment

Information to listen only: Live Committee Meetings can be heard at: (213) 621-CITY (Metro), (818) 904-9450 (Valley), (310) 471-CITY (Westside), and (310) 547-CITY (San Pedro Area).

Chair: Michael R. Wilkinson

Committee Members: Sandra Lee
Nilza R. Serrano

Manager-Secretary: Neil M. Guglielmo

Executive Assistant: Ani Ghoukassian

Legal Counselor: City Attorney's Office
Public Pensions General
Counsel Division

Notice to Paid Representatives

If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 *et seq.* More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

Request for services

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.

Sign Language Interpreters, Communication Access Real-Time Transcription, Assistive Listening Devices, Telecommunication Relay Services (TRS), or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days' notice is strongly recommended. For additional information, please contact: Board of Administration Office at **(213) 855-9348** and/or email at ani.ghoukassian@lacers.org.

Disclaimer to participants

Please be advised that all LACERS Board and Committee Meeting proceedings are audio recorded.

[CLICK HERE TO ACCESS BOARD REPORTS](#)

- I. PUBLIC COMMENTS AND GENERAL PUBLIC COMMENTS ON MATTERS WITHIN THE COMMITTEE'S JURISDICTION AND COMMENTS ON ANY SPECIFIC MATTERS ON THE

**AGENDA – THIS WILL BE THE ONLY OPPORTUNITY FOR PUBLIC COMMENT - PRESS *9
TO RAISE HAND DURING PUBLIC COMMENT PERIOD**

- II. APPROVAL OF MINUTES FOR THE MEETINGS OF [JULY 28, 2020](#) AND [AUGUST 11, 2020](#)
AND POSSIBLE COMMITTEE ACTION
- III. RE-INTRODUCTION OF STEPHANIE SMITH, WELLNESS PROGRAM MANAGER – VERBAL
REPORT
- IV. [LACERS WELL 2020 ANNUAL REPORT – RECEIVE AND FILE](#)
- V. 2022 HEALTH PLAN RENEWAL – VERBAL REPORT
- VI. OPERATIONAL UPDATE
- VII. OTHER BUSINESS
- VIII. NEXT MEETING: The next Benefits Administration Committee meeting is not scheduled at this
time, and will be announced upon scheduling. Please continue to view the LACERS website for
updated information on public access to Board/Committee meetings while public health
concerns relating to the novel coronavirus continue.
- IX. ADJOURNMENT



LACERS

LA CITY EMPLOYEES'
RETIREMENT SYSTEM



Board of Administration Agenda

SPECIAL MEETING

TUESDAY, JANUARY 26, 2021

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President: Cynthia M. Ruiz
Vice President: Sung Won Sohn

Commissioners: Annie Chao
Elizabeth Lee
Sandra Lee
Nilza R. Serrano
Michael R. Wilkinson

Manager-Secretary: Neil M. Guglielmo

Executive Assistant: Ani Ghoukassian

Legal Counsel: City Attorney's Office
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- III. RE-INTRODUCTION OF STEPHANIE SMITH, WELLNESS PROGRAM MANAGER – VERBAL REPORT
- IV. LACERS WELL 2020 ANNUAL REPORT – RECEIVE AND FILE
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- IX. ADJOURNMENT

MINUTES OF THE SPECIAL MEETING
BOARD OF ADMINISTRATION
LOS ANGELES CITY EMPLOYEES' RETIREMENT SYSTEM

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020)
and due to the concerns over COVID-19, the
LACERS Benefits Administration Committee's
July 28, 2020, meeting was conducted
via telephone and/or videoconferencing

July 28, 2020

9:00 a.m.

Agenda of: Jan. 26, 2021

Item No: II

| | | |
|--------------------------------|---|-------------------------------------|
| PRESENT via Videoconferencing: | Chair: | Michael R. Wilkinson |
| | Committee Members: | Sandra Lee |
| | (left at 9:35 a.m. and returned at 9:43 a.m.) | Nilza R. Serrano |
| | Commissioners: | (arrived 9:55 a.m.) Annie Chao |
| | | (arrived 9:40 a.m.) Elizabeth Lee |
| | | (arrived 9:51 a.m.) Cynthia M. Ruiz |
| | | (arrived 9:55 a.m.) Sung Won Sohn |
| | Manager-Secretary: | Todd Bouey |
| | Legal Counselor: | James Napier |
| PRESENT at LACERS offices: | Executive Assistant: | Ani Ghoukassian |

The Items in the Minutes are numbered to correspond with the Agenda.

Commissioners Chao, Elizabeth Lee, Ruiz, and Sohn were present, this is considered a Special Meeting of the Board of Administration. Any votes will be taken by Benefits Administration Committee members only.

I

PUBLIC COMMENTS AND GENERAL PUBLIC COMMENTS ON MATTERS WITHIN THE COMMITTEE'S JURISDICTION AND COMMENTS ON ANY SPECIFIC MATTERS ON THE AGENDA
PRESS *9 TO RAISE HAND DURING PUBLIC COMMENT PERIOD – Chair Wilkinson asked if any persons wished to speak on matters within the Committee's jurisdiction, to which there was no response.

II

APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF JUNE 9, 2020 AND POSSIBLE COMMITTEE ACTION – Approval of the minutes was moved by Committee Member Serrano and adopted by the following vote: Ayes, Committee Members Sandra Lee, Serrano, and Chair Wilkinson –3; Nays, None.

III

RE-INTRODUCTION OF STEPHANIE SMITH, WELLNESS PROGRAM MANAGER – This item was deferred to a future Benefits Administration Committee Meeting.

IV

2021 HEALTH PLAN CONTRACT RENEWALS AND POSSIBLE COMMITTEE ACTION – Alex Rabrenovich, Chief Benefits Analyst with Health Benefits Administration & Wellness Division and Bordan Darm with Keenan & Associates presented and discussed with the Committee for 30 minutes and Committee Member Sandra Lee moved approval, and adopted by the following vote: Ayes, Committee Members Sandra Lee, Serrano, and Chair Wilkinson –3; Nays, None.

Committee Member Serrano left the Special Meeting at 9:35 a.m.

V

ANTHEM BLUE CROSS 2019 YEAR-END ACCOUNTING AND POSSIBLE COMMITTEE ACTION – Alex Rabrenovich, Chief Benefits Analyst with Health Benefits Administration & Wellness Division presented and discussed with the Committee for 10 minutes and Committee Member Sandra Lee moved approval, and adopted by the following vote: Ayes, Committee Member Sandra Lee and Chair Wilkinson –2; Nays, None.

VI

RECEIVE AND FILE – DELTA DENTAL DPPO 2019 YEAR-END ACCOUNTING – The report was received by the Committee and filed.

Committee Member Serrano returned to the Special Meeting at 9:43 a.m.

VII

HEALTH AND WELFARE CONSULTANT CONTRACT EXTENSION AND POSSIBLE COMMITTEE ACTION - Alex Rabrenovich, Chief Benefits Analyst with Health Benefits Administration & Wellness Division presented this item and Committee Member Serrano moved approval, and adopted by the following vote: Ayes, Committee Members Sandra Lee, Serrano, and Chair Wilkinson –3; Nays, None.

VIII

2021 OPEN ENROLLMENT – VERBAL REPORT - Alex Rabrenovich, Chief Benefits Analyst with Health Benefits Administration & Wellness Division provided the Committee with a verbal report on the status of 2021 Open Enrollment.

IX

OPERATIONAL UPDATE – Karen Freire, Chief Benefits Analyst with Retirement Services Division, provided the Committee with the following update:

- Fiscal Year retirement numbers

- LAWA Separation Incentive Program update
- Staff planning for City Separation Incentive Program
- Update on retroactive calculations for retired members
- Thanked Board, General Manager, and Retirement Services Division Senior Staff for their support

X

OTHER BUSINESS –There was no other business.

XI

NEXT MEETING: The next Benefits Administration Committee meeting is not scheduled at this time, and will be announced upon scheduling. Please continue to view the LACERS website for updated information on public access to Board/Committee meetings while public health concerns relating to the novel coronavirus continue.

XII

ADJOURNMENT – There being no further business before the Committee, Chair Wilkinson adjourned the Meeting at 9:59 a.m.

Michael R. Wilkinson
Chair

Todd Bouey
Manager-Secretary

MINUTES OF THE REGULAR MEETING
BENEFITS ADMINISTRATION COMMITTEE
LOS ANGELES CITY EMPLOYEES' RETIREMENT SYSTEM

In conformity with the Governor's Executive Order N-29-20 (March 17, 2020)
and due to the concerns over COVID-19, the
LACERS Benefits Administration Committee's
August 11, 2020, meeting was conducted
via telephone and/or videoconferencing

August 11, 2020

9:15 a.m.

Agenda of: Jan. 26, 2021

Item No: II

| | | |
|--------------------------------|----------------------|--------------------------------|
| PRESENT via Videoconferencing: | Chair: | Michael R. Wilkinson |
| | Committee Members: | Sandra Lee Nilza R. Serrano |
| | Manager-Secretary: | Neil M. Guglielmo |
| | Legal Counselor: | Miguel Bahamon |
| PRESENT at LACERS offices: | Executive Assistant: | Ani Ghoukassian |

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I

PUBLIC COMMENTS AND GENERAL PUBLIC COMMENTS ON MATTERS WITHIN THE COMMITTEE'S JURISDICTION AND COMMENTS ON ANY SPECIFIC MATTERS ON THE AGENDA
PRESS *9 TO RAISE HAND DURING PUBLIC COMMENT PERIOD – Chair Wilkinson asked if any persons wished to speak on matters within the Committee's jurisdiction, to which there was no response.

II

RE-INTRODUCTION OF STEPHANIE SMITH, WELLNESS PROGRAM MANAGER – VERBAL REPORT – This item was deferred to a future meeting.

III

2021 MAXIMUM SUBSIDY AND REIMBURSEMENT AMOUNTS AND POSSIBLE COMMITTEE ACTION – Bruce Bernal, Senior Benefits Analyst II with Benefits Administration and Wellness Division, presented this item to the Committee. Committee Member Serrano moved approval, and adopted by the following vote: Ayes, Committee Members Sandra Lee, Serrano, and Chair Wilkinson -3; Nays, None.

IV

OPERATIONAL UPDATE – Lita Payne, Executive Officer, provided the Committee with the following update:

- Benefits staff is working on LAWA SIP and getting ready to retire first group in August 2020
- The rescission period for the Citywide SIP closed on August 10, 2020, awaiting information from CAO on if it will go forward

V

OTHER BUSINESS –There was no other business.

VI

NEXT MEETING: The next Benefits Administration Committee meeting is not scheduled at this time, and will be announced upon scheduling. Please continue to view the LACERS website for updated information on public access to Board/Committee meetings while responding to public health concerns relating to the novel coronavirus continue.

VII

ADJOURNMENT – There being no further business before the Committee, Chair Wilkinson adjourned the Meeting at 9:26 a.m.

Michael R. Wilkinson
Chair

Neil M. Guglielmo
Manager-Secretary



LACERS
LA CITY EMPLOYEES'
RETIREMENT SYSTEM



REPORT TO BOARD OF ADMINISTRATION

From: Neil M. Guglielmo, General Manager

MEETING: JANUARY 26, 2021

ITEM: IV

Neil M. Guglielmo

SUBJECT: LACERS WELL 2020 ANNUAL REPORT – RECEIVE AND FILE

ACTION: ☐ CLOSED: ☐ CONSENT: ☐ RECEIVE & FILE: ☒

Recommendation

That the Committee receive and file this report.

Discussion

LACERS *Well* has planned a 2021 wellness program that affords us the opportunity to serve retired Members through informational seminars, workshops, and activities supporting the five pillars of our program: purpose, health, financial wellness, social engagement, and community. The program also strives to support a network of LACERS *Well* Champions: Retired Members who voluntarily lead various types of activities for other LACERS Members in their communities or assist at various LACERS *Well* events. Through participation in the program and Champion-led events, the aim of the program is to enhance the quality of life and retirement for LACERS Members by providing resources and activities that promote optimal health and wellness, which, in turn, will help manage health plan premium costs.

LACERS *Well* staff will present accomplishments from 2020 and plans for 2021.

Strategic Plan Impact Statement

This report supports Strategic Plan Goal 3: Maximize value and minimize costs of LACERS' health and welfare program.

This report was prepared by Stephanie Smith, Wellness Program Manager, Health Benefits and Wellness Division.

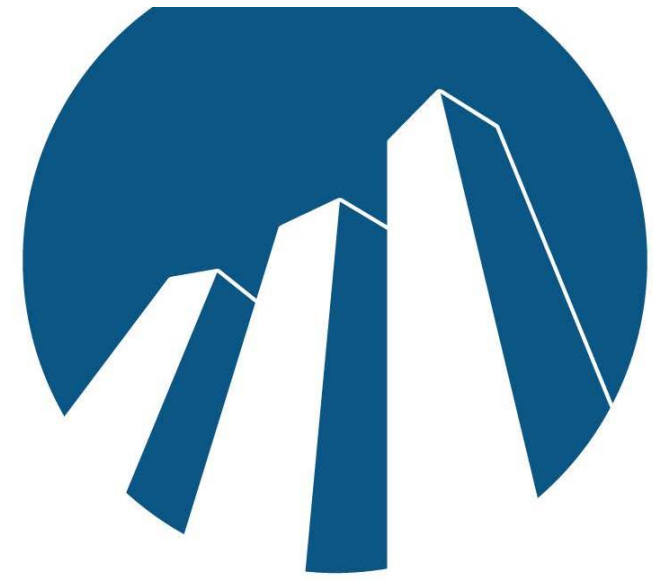
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Attachments: 1. LACERS *Well* 2020 Annual Report



LACERS WELL
Your Health Matters

LACERS *Well* 2020 Annual Report



LACERS WELL

LACERS *Well* Overview Video

You Tube Link: https://youtu.be/IKqEFeek_Mw

LACERS *Well* Program

Mission: To enhance the quality of life and retirement for LACERS Members by providing resources and activities that promote optimal health and wellness.

Goals: LACERS *Well*, an innovative approach to retiree health optimization, was developed to support and improve the health of retired Los Angeles City employees (Members). Sponsored by LACERS health plans (Anthem Blue Cross, Anthem Blue View, Delta Dental, Kaiser Permanente, SCAN, and UnitedHealthcare), the program aims to avoid unnecessary health care utilization, control health care costs, and optimize the quality of life for LACERS Members throughout their retirement by focusing on the following three (3) goals:

- I. Increase Member interaction with their LACERS health care resources
- II. Increase Member recruitment and participation in the LACERS *Well* program
- III. Increase Member participation in the Wellness Champion program

LACERS Extravaganza

7th Annual Extravaganza: February 12 and 26, 2020

“Maximize Your Financial Wellness ”

LACERS *Well* Events offered Members an opportunity to learn and incorporate financial information from trustworthy medical experts while socializing with fellow retirees. In 2020, Members enjoyed the following presentations:

- A Stronger You©–Flexing Your Financial Future
- Financial Tips for Seniors Presentation
- Senior Scams Prevention

Breakout Activities:

Hula Lesson, Chair Yoga, Line Dancing, Technical Assistance
Held in two (2) SoCal locations (Monrovia and Lakewood) for combined attendance total of **218**.



LACERS *Well* 2020 Virtual Offerings

2020 LACERS *WELL* Activity Calendar

| Activity | Date |
|--|--|
| Q1/FY2020 (Jan-Mar) | |
| Extravaganzas (Pasadena/Lakewood) | 2/12 & 2/26 |
| Champion Cooking Class (Ontario) | 2/6 |
| 2/FY2020 (Apr-June) | |
| Champion Phone Bank | 4/26 |
| Aging Mastery Program (County) | 5/12 – 7/21 |
| Carrier Summit | 6/22 |
| Q3/FY 2020 (July-Sept) | |
| Financial Resilience Workshops | 6/10; 6/17; 6/24 |
| Champion Summit | 8/13 |
| Summer Wellness Newsletter | 6/1-8/1 |
| Wellness Video Filming | 8/6 |
| Aging Mastery Program (Foundation) | 9/1 – 10/1 |
| Q4/FY 2020 (Oct-Dec) | |
| Aging Mastery Program (Foundation) | 10/13 – 11/12 |
| Open Enrollment Meetings | 10/21; 10/28; 10/29; 11/2; 11/5; 11/9 |
| Kaiser Permanente COVID Webinar | 10/14 |
| Holiday Wellness Workshop: Understanding Holiday Blues | 11/18 |
| Holiday Social Gathering (Element3) | 11/27 |

The Volunteer Phone Bank was established in April to conduct a wellness call and provide resources to our retirees during the pandemic. Our Champions made calls to over 3000 retirees and counting.

| Volunteers | Call Attempts | Live Calls | Do Not Call | Weekly Calls | Resources |
|------------|---------------|------------|-------------|--------------|-----------|
| 13-3 | 2706 | 878 | 266 | 95 | 245 |



Examples of Champion Call Notes

I got an amazing # of actual people this week. Called on Saturday afternoon for most part. I am also calling a member this week as he appears to be alone in Hilo HI. He said he is getting groceries online and has some services through VA but I would like to check in again at least once.

Spoke with daughter. Retiree doing ok but they are looking for assisted living. Gave info on Eldercare locator, local AAA and she is already in contact with A Place for Mom

Spoke to son. Retiree is in good spirits but health poor.

Thanked us for the call and is in good health.

Aging Mastery Program (AMP)

The program incorporates evidence-informed materials, expert speakers, group discussion, peer support, and small rewards to give participants the skills and tools they need to achieve measurable improvements in managing their health, remaining economically secure, and contributing actively to society.

Class Rolls

5/12-7/21: 18 Registered/14 Attended

9/1-10/1: 68 Registered/30 Attended

10/13-11/12: 20 Registered/12 Attended



| | |
|--|---|
| Navigating Longer Lives: The Basics of Aging Mastery | Introduction to the program and its philosophy, with a special emphasis on the new realities of aging, making the most of the gift of longevity, and taking small steps to improve health, financial well-being, and quality of life. |
| Exercise and You | Discussion of the importance of aerobics, strengthening, flexibility, and balance as they relate to aging, with a focus on strategies for incorporating physical activity into daily routines. |
| Sleep | Overview of how sleep patterns change as we age, the importance of monitoring the sleep cycle, and simple strategies to improve sleep. |
| Healthy Eating and Hydration | Review of nutrition as it relates to aging, with a focus on strategies for incorporating healthy eating and hydration into daily routines. |
| Financial Fitness | Introduction to strategies for remaining economically secure in an era of longevity with an emphasis on setting financial goals and setting financial boundaries with friends and family. |
| Medication Management | Best practices covering how to take medications as directed, how to store medications safely, and how to keep track of multiple medications. |
| Advance Planning | Guidance around key steps needed to manage health care, financial, and housing/care decisions, with a focus on considering the role of personal values and beliefs in these decisions. |
| Healthy Relationships | Exploration of the benefits of being socially active, as well as the risks of isolation, with a focus on practical strategies for continuing to build and strengthen friendships and family connections as we age. |
| Falls Prevention | Overview of the importance of falls prevention among older adults, and strategies to prevent falling. |
| Community Engagement | Introduction to the value of continuing contribution for individuals and for society, with a focus on identifying personal aptitudes for meaningful volunteer and civic opportunities. |

"I found the class very informative, looking forward to the next two classes. I haven't attended LACERS classes in the past, mainly because I didn't want to drive into Los Angeles. Zoom worked very well for me from the comfort of my home....hope you can continue making this available to LACERS members."



3-Week Financial Resilience Workshops

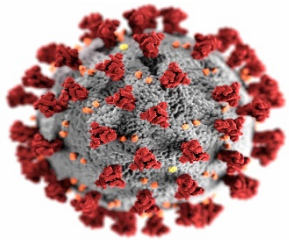
Participation was
consistent at **45-50** out of
90 registered participants

June 10: Financial Resilience – The Psychology of Spending & Saving

June 17: Retirement Planning

June 24: Legal Planning for the Future – What you need to know

Year-end Workshops & Social Celebration



Kaiser Permanente-The Science of COVID Webinar

33 Registered

23 Attended

Holiday "Blues" Wellness Workshop

33 Registered

21 Attended

Friendsgiving Holiday Celebration + Element 3

53 Registered

18 Attended

LACERS Open Enrollment Sessions via Zoom

Due to the pandemic, all of the Open Enrollment sessions were held via Zoom. The LACERS Well staff coordinated and facilitated the Open Enrollment sessions and each Carrier presented on different days. The staff also shared the Wellness video during each session and conducted a Silver & Fit and Silver Sneakers exercise activity during the events.

Kaiser – Registered (105); Actual Attendance (90)

Anthem BC – Registered (117); Actual Attendance (99)

UHC – Registered (48); Actual Attendance (33)

SCAN – Registered (58); Actual Attendance (23)

Delta Dental – Registered (107); Actual Attendance (68)

Anthem Blue View: Registered (82); Actual Attendance (48)



Mom's Computer Partnership



LACERS Members were offered the opportunity through newsletter, email and e-blast communications to contact Mom's Computer, a company who has assisted LACERS Members with a tech helpdesk at several past LACERS events. There is no charge to the Member for this service.

Over **50** LACERS Retirees contacted Mom's Computer and were assisted one-on-one with their device, internet, Zoom application or other technical concerns.

LACERS *Well* Facebook Group

LACERS Well

🔒 Private group · 625 members



Utilization of Facebook continued to grow from 429 in 2019 to **625** members adding an additional 196 members to the LACERS *Well* Facebook group in 2020. Members were rewarded with participation opportunity prizes, early notice of upcoming events and regular health-related postings by LACERS staff.

LACERS *Well* 2021-2022 Virtual Offerings

LACERS *Well* program continues to build upon the five influences of wellbeing: purpose, social engagement, finances, health and community. In response to the stress, the loss of connection and the overwhelming resource needs created by the COVID-19 pandemic, the LACERS *Well* and Champion team have planned activities and events to focus on social connectivity, community engagement and mental health strategies.

LACERSTech Classes

12

Webinars

12

Champion Activities

7

Social Gatherings

6

Health/Purpose Surveys

4

Aging Mastery Program

3

Financial Workshops

3

Newsletters

2

*Several in-person events will be planned when safe to do so, ie.
Community Engagement/Volunteer Picnic, Gala, Extravaganzas*

Questions?

