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JACKSONVILLE POLICE AND FIRE PENSION FUND  
BOARD OF TRUSTEES AND  
FINANCIAL INVESTMENT AND ADVISORY COMMITTEE  
ACTUARY UPDATE SUMMARY – APRIL 17, 2018 – 1:00PM

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**BOARD OF TRUSTEES**

Richard Patsy

**GUESTS**

Mark Randall, CEO, GRS Consulting  
Judy Kermans, President, GRS Consulting

**Meeting Convened**

1:17PM

**STAFF**

Timothy H. Johnson, Executive Director – Plan Administrator  
Steve Lundy, Assistant Plan Administrator  
Kevin B. Grant, Finance Manager  
Peter Birk, Investment Consultant – via Webex

**Meeting Adjourned**

2:30PM

NOTE: Any person requiring a special accommodation to participate in the meeting because of disability shall contact Steve Lundy, Assistant Plan Administrator at (904) 255-7373, at least five business days in advance of the meeting to make appropriate arrangements. If any person decides to appeal any decision made with respect to any matter considered at this public meeting such person will need a record of proceedings, and for such purpose such person may need to ensure that a verbatim record of the proceedings is made at their own expense and that such record includes the testimony and evidence on which the appeal is based. The public meeting may be continued to a date, time, and place to be specified on the record at the meeting. Additional items may be added / changed prior to meeting.

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**I. PUBLIC SPEAKING PERIOD**

*None.*

**II. GRS CONSULTING – CLIENT SATISFACTION REVIEW**

*Mark Randall & Judy Kermans*

*Mark Randall said that GRS wanted to follow up with the PFPF to ensure that GRS is providing good service and quality. The PFPF is a new client of GRS. Feedback from the meeting will be shared with the GRS team to improve the relationship.*

*Timothy Johnson and Richard Patsy complimented Pete Strong:*

- Pete Strong's presentation responding to the PFPF's Actuarial RFP distinguished GRS as the top pick.*
- Pete Strong is a great communicator, genuine, forthright, and responsive to all questions.*
- Pete Strong's personality fits with those at the PFPF.*
- Pete Strong navigated through the difficult Pension Reform process remarkably well. He communicated the Impact Study consistently and effectively.*
- Pete Strong's presentation format is clear and consistent across different projects.*

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- *Pete Strong and GRS are responsive to all special analyses; the Smoothing Analysis was an outstanding example.*

*Mark Randall and Judy Kermans made the following points:*

- *Pete Strong is proactive, thinks ahead, and has a good team.*
- *GRS has great quality control.*

*Judy Kermans asked if Pete Strong's turnaround is timely and acceptable.*

*Timothy Johnson and Kevin Grant said Pete Strong's turnaround is quick, timely, and flexible.*

*Mark Randall and Judy Kermans made the following points:*

- *GRS's website has many functions the PFPF can use, such as electronic data transfer and access to newsletters and research articles.*
- *All GRS's work is customizable. If the PFPF has a preferred format, it can be accommodated.*

*Timothy Johnson said the PFPF has no issue with billing from GRS, however, it would be helpful to review expenses incurred versus expected expenses as in the RFP. This would help future budgeting purposes.*

*Mark Randall said that GRS will do this. GRS already does this for the Houston Police Plan.*

*Judy Kermans said GRS can prepare engagement letters showing the PFPF's expected projects and prices for the year.*

*Timothy Johnson said that Pete Strong has done a good job at estimating project costs.*

*Timothy Johnson discussed the potential of conflicts of interest to arise resulting from GRS's relationships with the City of Jacksonville and the PFPF. He noted no conflicts have arisen yet.*

*Judy Kermans strongly suggested the Board adopt an actuarial communication policy similar to the one used in Detroit. She said she would provide an example policy.*

*Timothy Johnson discussed the Surtax as being unique and the first of its kind in the industry. He said Pete Strong has done an excellent job understanding it. He said that the actuary will have to 'hold our hand' through this journey.*

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Steve Lundy, Assistant Plan Administrator  
Posted 04/18/2018  
Revised 04/23/2018

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Willard Payne Jr., Secretary  
To be approved at the Board of Trustees Meeting on May 25, 2018.