

**POLICE AND FIRE PENSION FUND  
ADVISORY COMMITTEE  
MEETING AGENDA – JANUARY 13, 2016  
RICHARD “DICK” COHEE BOARD ROOM**

**NOTE:** The public meeting may be continued to a date, time, and place to be specified on the record at the meeting. If any person decides to appeal any decision made with respect to any matter considered at this public meeting such person will need to 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.

**PRESENT**

Chief Brady Rigdon, Chair  
James Holderfield, V. Chair  
Sgt. Christopher Brown, Police Representative  
Lt. Ellis Burns, Police Representative  
Chief Sean Hatchett, Fire Representative  
Lt. David McCall, Fire Representative  
Rick Townsend, Retired Police Representative

**STAFF**

Beth McCague, Interim Executive Director – Plan Administrator  
Devin Carter, Chief Financial Officer  
Chuck Hayes, Pension Benefit Manager  
Debbie Manning, Executive Assistant

**GUESTS**

Stephen Colvin  
Attorney for Stephen Colvin  
Randy Wyse, Jax. Association of Fire Fighters

**NOTE:** Any person requiring a special accommodation to participate in the meeting because of disability shall contact the Debbie Manning, Executive Assistant, at (904) 255-7373, at least five business days in advance of the meeting to make appropriate arrangements.

A moment of silence will be observed for the following deceased members:

Clarence A. Rease, Retired Fire Communications Manager  
Allan L. Simmons, Retired Police Officer

**CONSENT AGENDA (ITEMS 1-3)**

1. **MINUTES TO BE APPROVED**

Summary of the meeting held December 9, 2015. Copy in the meeting file.

2. **APPLICATION FOR SURVIVOR BENEFITS**

1. **DEWITT, Bertha L.**, widow of William R. Dewitt III who passed away on December 2, 2015.
2. **REASE, Sonia F.**, widow of Clarence A. Rease who passed away on December 28, 2015.
3. **SIMMONS, Faye D.**, widow of Allan L. Simmons who passed away on December 23, 2015.

3. **APPLICATION FOR VESTED RETIREMENT**

1. **McKENZIE, Robert K.**, date of vesting December 21, 2015, to be placed on pension December 11, 2026. Police Officer

**NEW BUSINESS (ITEMS 1-3)**

1. **APPLICATION FOR DISABILITY RETIREMENT**

1. **COLVIN, Stephen T.**, Firefighter Engineer, 11 yrs. of service, application for disability retirement.

2. **SHARE PLAN DISCUSSION, REVIEW & RECOMMENDATIONS** - *Devin Carter*

- Informational memo reviews – *attachment*

3. **SHARE PLAN POLICY AND PROCEDURE** – *Devin Carter*

- Eligibility

ADDITIONAL ITEMS MAY BE ADDED