

**POLICE AND FIRE PENSION FUND
ADVISORY COMMITTEE
MEETING SUMMARY – FEBRUARY 8, 2017**

PFPF MISSION STATEMENT:

To provide long term benefits to participants and their beneficiaries

PRESENT

James Holderfield, Chair
Battalion Chief Sean Hatchett, V. Chair
Lt. Ellis Burns, Police Representative
Battalion Chief Brady Rigdon, Fire Representative
Lt. Michael Shell, Police Representative
Rick Townsend, Retired Police Representative

STAFF

Timothy H. Johnson, Executive Director – Plan Administrator
Bob Sugarman – Fund Attorney – *via phone*
Chuck Hayes, Pension Benefits Manager
Steve Lundy, Pension Benefit Specialist
Debbie Manning, Executive Assistant

EXCUSED

Lt. Michael Lynch, Fire Representative

GUESTS

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.

I. CALL TO ORDER

CHAIRMAN HOLDERFIELD CALLED THE MEETING TO ORDER AT 9:01AM

II. A MOMENT OF SILENCE WAS OBSERVED FOR THE FOLLOWING DECEASED MEMBERS:

Donald O. Kreitzman, Retired Fire Lieutenant
Michael D. Castle, Retired Police Lieutenant
James E. Stevenson, Retired Fire Fighter Engineer

III. PUBLIC SPEAKING PERIOD

THERE WERE NO REQUESTS FOR PUBLIC SPEAKING. PUBLIC SPEAKING PERIOD WAS CLOSED.

IV. CONSENT AGENDA (ITEMS 1-9)

1. MEETING SUMMARY TO BE APPROVED

A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE MEETING SUMMARY FOR JANUARY 11, 2017. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.

2. APPLICATION FOR MEMBERSHIP

CLEARED (POLICE):

TRUSTEE RULE 13.3 (POLICE):

CLEARED (FIRE):

TRUSTEE RULE 13.3 (FIRE):

A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR MEMBERSHIP FOR POLICE AND FIRE AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.

3. APPLICATION FOR SURVIVOR BENEFITS

A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR SURVIVOR BENEFITS AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.

4. APPLICATION FOR VESTED RETIREMENT

A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR VESTED RETIREMENT AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY RICK TOWNSEND. VOTE WAS UNANIMOUS.

5. APPLICATION FOR TIME SERVICE CONNECTIONS

THE APPLICATIONS FOR TIME SERVICE CONNECTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

THE ADVISORY COMMITTEE RECOMMENDED THAT TIM JOHNSON FOLLOW UP WITH JSO HUMAN RESOURCES TO VERIFY THAT COMMUNITY SERVICE OFFICERS WERE NOTIFIED THAT THEY CAN NOW BUY PRIOR DUVAL SERVICE TIME NOT PREVIOUSLY OFFERED.

6. REFUND OF PENSION CONTRIBUTIONS

THE REFUND OF PENSION CONTRIBUTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

7. DROP PARTICIPANT TERMINATION OF EMPLOYMENT

THE DROP PARTICIPANT TERMINATION OF EMPLOYMENT WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

8. DROP DISTRIBUTIONS

THE DROP DISTRIBUTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

9. DROP DISTRIBUTIONS FOR SURVIVORS

THE DROP DISTRIBUTIONS FOR SURVIVORS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

V. OLD BUSINESS

- Letter to Rounsville

RECEIVED AS INFORMATION

- Discussion regarding Re-Hired City Employee

TIM JOHNSON ADVISED THE COMMITTEE THAT THE PRIOR CONTRACT FOR JAMES CROSBY WITH THE CITY WAS TERMINATED. THE NEW CONTRACT WITH THE CITY IS NOW IN COMPLIANCE WITH THE LAW.

GOING FORWARD, OFFICE OF GENERAL COUNSEL WILL REVIEW ALL CONTRACTS TO MAKE SURE THEY ARE IN COMPLIANCE WITH THE LAW.

PER THE COMMITTEE, OFFICE OF GENERAL COUNSEL SHOULD MAKE SURE THE CONTRACTS ARE ALSO WRITTEN CORRECTLY TO ADDRESS THE 20 PT IRS QUESTIONS PROVIDED IN AN IRS PUBLICATION.

TIM JOHNSON ALSO CONFIRMED THAT HE SENT A LETTER TO THE OFFICE OF GENERAL COUNSEL REQUESTING THAT THEY PROVIDE A LIST OF POLICE AND FIRE PENSION FUND RETIREE'S WHO ARE CURRENTLY WORKING WITH THE CITY AFTER RETIREMENT. THIS REPORT SHOULD BE PROVIDED WITHIN 30 DAYS. QUARTERLY REPORTS WILL BE PROVIDED THERE AFTERWARD.

IN LIEU OF SENDING A SPECIAL AFFIDAVIT TO CONFIRM CITY RE-EMPLOYMENT WITH RETIREES NOW, DUE TO TIME AND EXPENSE THAT WOULD BE INCURRED, THE POLICE AND FIRE PENSION FUND WILL UPDATE THE TIME SERVICE RETIREMENT AND DISABILITY AFFIDAVITS TO INCLUDE A REQUEST FOR EMPLOYMENT STATUS WITH THE CITY OF JACKSONVILLE PRIOR TO THE NEXT MAILING OF AFFIDAVITS IN AUGUST.

THE ADVISORY COMMITTEE WAS PROVIDED WITH AN OPINION FROM KLAUSNER REGARDING REIMBURSEMENT OF PENSION FROM RE-HIRED CITY EMPLOYEE. TIM JOHNSON WAS ASKED BY THE ADVISORY COMMITTEE TO ALSO REQUEST AN OPINION FROM SUGARMAN. PROVIDE SUGARMAN WITH FACT SPECIFIC INFORMATION REGARDING THIS CASE FOR SUGARMAN'S REVIEW.

- DROP Opinion – *Bob Sugarman*

ADVISORY COMMITTEE WAS PROVIDED A COPY OF THE DROP OPINION FROM SUGARMAN CONFIRMING THAT THE STAFF ADMINISTERS THE DROP BENEFITS CORRECTLY ACCORDING TO PROCEEDURE AND IRS PUBLICATIONS.

A MOTION WAS MADE BY RICK TOWNSEND TO ACCEPT THE DROP OPINION FROM SUGARMAN & SUSSKIND AS VERIFICATION THAT THE POLICE AND FIRE PENSION FUND STAFF ADMINISTER THE DROP CORRECTLY AND IN ACCORDANCE WITH THE POLICE AND FIRE PENSION FUND PROCEEDURE AND IRS PUBLICATIONS. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.

VI. EXECUTIVE DIRECTOR'S REPORT - *Timothy Johnson*

TIM JOHNSON CONTINUED THE DISCUSSION REGARDING AFFIDAVITS AND THE DROP OPINION.

VII. NEW BUSINESS

DUE TO THE RETIREMENT OF BRADY RIGDON AS FIRE REPRESENTATIVE ON THE ADVISORY COMMITTEE, WE WILL HOLD A SPECIAL ELECTION TO REPLACE HIM. MARCH WILL BE BRADY'S LAST MEETING, HOPEFULLY, AT THAT MEETING HE WILL KNOW WHO WILL REPLACE HIM ON THE COMMITTEE.

VIII. ADJOURNMENT

CHAIRMAN HOLDERFIELD ADJOURNED THE MEETING AT 10:00AM

**TO BE APPROVED AT THE ADVISORY
COMMITTEE MEETING HELD MARCH 8, 2017**

James Holderfield, Chair