

**JACKSONVILLE POLICE AND FIRE  
PENSION BOARD OF TRUSTEES  
MEETING SUMMARY – OCTOBER 19, 2015  
RICHARD “DICK” COHEE BOARD ROOM**

**NOTE:** 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.

**PRESENT**

Chief Larry Schmitt, Chairman  
Lt. Richard Tuten III, Board Secretary  
Nathaniel Glover Jr., Trustee  
Dr. Adam Herbert, Trustee  
William E. Scheu, Trustee

**STAFF**

Bob Klausner, Fund Attorney  
Devin Carter, Controller  
Debbie Manning, Executive Assistant  
Luan Wilson, AAA Reporters

**CONSULTANT**

John Keane

**EXCUSED**

**CITY REPRESENTATIVES INVITED**

Joey Greive, Fund Treasurer – *arrived at 2:30*  
Kirk Sherman, City Council Auditor

**GUESTS**

Tommy Hazouri, City Council Liaison  
Jenny Busby, City Council Liaison Assistant

Steve Durden, Office of General Counsel  
Sean Hatchett  
Mark Muchowitz, Police Officer  
Bill Gassett  
Eileen Kelley, Times Union  
Curtis Lee

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

**CHAIRMAN SCHMITT CALLED THE MEETING TO ORDER @ 1:33pm**

A moment of silence was observed for the following deceased members:

Winferd J. Jolly, Retired Police Lieutenant  
James A. Wright, Retired Police Officer  
Peter W. Knox III, Retired Police Officer

The Board of Trustees recited the Pledge of Allegiance.

**PUBLIC SPEAKING PERIOD**

**CHAIRMAN SCHMITT ASKED IF THERE WERE ANY REQUESTS FOR PUBLIC SPEAKING. CURTIS LEE REQUESTED TO ADDRESS THE BOARD. HE PASSED OUT FIVE COPIES OF A PUBLIC RECORDS REQUEST.**

**NO OTHER SPEAKERS. PUBLIC SPEAKING PERIOD WAS CLOSED.**

**CONSENT AGENDA - ITEMS 2015-10-(1-10)CA**

**2015-10-1CA MINUTES TO BE APPROVED**

**2015-10-2CA DISBURSEMENTS**

**2015-10-3CA PENSION DISTRIBUTIONS**

**2015-10-4CA APPLICATION FOR TIME CONNECTIONS**

**2015-10-5CA APPLICATION FOR MEMBERSHIP**

**2015-10-6CA APPLICATION FOR SURVIVOR BENEFITS**

**2015-10-7CA APPLICATION FOR VESTED RETIREMENT**

**2015-10-8CA REFUND OF PENSION CONTRIBUTIONS**

**2015-10-9CA DROP PARTICIPANT TERMINATION OF EMPLOYMENT**

**2015-10-10CA DROP DISTRIBUTIONS**

**A MOTION WAS MADE BY TRUSTEE TUTEN TO APPROVE THE CONSENT AGENDA – ITEMS 2015-10-(1-10)CA. SECONDED BY TRUSTEE GLOVER. THE VOTE WAS UNANIMOUS.**

**OLD BUSINESS**

**2015-10-1SM John Keane Retirement**

(b) John Keane Unused Annual Leave Payout – *attachment*  
*Deferred at board meeting on October 9, 2015*

**FIRST ITEM ON THE AGENDA IS THE UNUSED LEAVE PAYOUT FOR JOHN KEANE PREVIOUSLY DEFERRED AT BOARD MEETING ON OCTOBER 9, 2015.**

**DEVIN CARTER, CONTROLLER, CONFIRMED BENEFITS ARE IN ACCORDANCE WITH JOHN'S CONTRACT. THIS WAS ALSO REVIEWED BY KEVIN STORK, OUR PRIOR PENSION FUND CONTROLLER.**

**TRUSTEE SCHEU CONFIRMED WITH STEVE DURDEN, OFFICE OF GENERAL COUNSEL, THIS IS A BINDING AGREEMENT. THE RESEARCH WAS DONE.**

**TRUSTEE HERBERT SAID WE NEEDED SENIOR LEADERSHIP. JOHN KEANE WASN'T ABLE TO GET TIME OFFICE. HOPEFULLY THE BOARD LEARNED A LESSON TO GET BOTH POSITIONS FILLED.**

**A MOTION WAS MADE BY TRUSTEE TUTEN TO APPROVE PAYMENT OF THE UNUSED ANNUAL LEAVE PAYOUT FOR JOHN KEANE. SECONDED BY TRUSTEE GLOVER. VOTE WAS UNANIMOUS.**

**CHAIRMAN SCHMITT SAID WE NEED TO FILL OTHER POSITIONS AS WELL. WE HAVE TOO SMALL OF A PENSION STAFF. A PUBLIC RECORDS PERSON IS NEEDED.**

**CITY COUNCIL LIAISON TOMMY HAZOURI ASKED WHERE WE WERE ON THE FORENSIC AUDIT? JOHN KEANE SAID WE HAVE GIVEN THEM EVERYTHING A MONTH AGO.**

**CHAIRMAN SCHMITT CONFIRMED THAT WHATEVER WE NEED TO DO REGARDING THE FORENSIC AUDIT WE WILL DO.**

## **EXECUTIVE DIRECTOR'S REPORTS**

### **Investment Reports**

**2015-5-2** FY2015/2016 Budget – review – *attachment*

**DEVIN CARTER, CONTROLLER, DISCUSSED THE BUDGET WITH THE BOARD. THIS CAN BE RE-ALIGNED. BOB KLAUSNER, FUND COUNSEL, COSTS HAVE DECLINED. REFERRING LEGAL MATTERS TO OFFICE OF GENERAL COUNSEL WILL HELP, AND REFERRING APPROPRIATE LEGAL ISSUES REGARDING PENSION MATTERS TO KLAUSNER'S OFFICE FOR THEIR EXPERTISE.**

### **RECEIVED AS INFORMATION**

**STEVE DURDEN, OFFICE OF GENERAL COUNSEL, SPOKE WITH THE BOARD. HIS OFFICE WILL BE WORKING WITH DEBBIE MANNING REGARDING PUBLIC RECORDS REQUESTS. THE GOAL IS TO ORGANIZE THESE IN AN EFFICIENT MANNER, WITH OFFICE OF GENERAL COUNSEL AND ALEXIS LAMBERT, REVIEWING THE REQUESTS TO DETERMINE WHAT PART IS LEGAL AND WHAT PORTION IS A PUBLIC RECORDS REQUEST. THERE WILL BE HICCUPS.**

**THE CITY OF JACKSONVILLE HOSTS THE WEBSITE. INFORMATION IS UPDATED AS SOON AS POSSIBLE.**

**2015-10-1** Summit – Flash Report – September 30, 2015 – *attachment*

### **RECEIVED AS INFORMATION**

## **NEW BUSINESS – ITEMS 2015-10-(1-4)**

### **New Business**

**2015-10-2** **Disability Retirement Application**

**RICE, Eric B.** Firefighter, 11 yrs. of service, he is currently on temporary Disability since September 25, 2015. Approved by Advisory Committee at their

meeting on October 14, 2015.

Letters from Medical Director - *attachments*

**A MOTION WAS MADE BY TRUSTEE TUTEN TO APPROVE THE DISABILITY RETIREMENT APPLICATION FOR ERIC B. RICE AFTER REVIEW AND APPROVAL BY THE ADVISORY COMMITTEE. SECONDED BY TRUSTEE GLOVER. VOTE WAS UNANIMOUS.**

**2015-10-3** Amendment to the Investment Agreement with Tortoise Capital Advisors –  
*Reviewed and recommended by Dan Holmes - attachment*

**TRUSTEE TUTEN WANTED FURTHER DISCUSSION WITH SUMMIT AND WITH JOEY GREIVE, CITY TREASURER, REGARDING THE AMENDMENT TO THE INVESTMENT AGREEMENT WITH TORTOISE CAPITAL ADVISORS. DEFERRED.**

**2015-10-4** Board Rule – Restriction on employment of relatives - *attachment*

**A MOTION WAS MADE BY TRUSTEE HERBERT TO ADOPT THE POLICE AND FIRE PENSION FUND BOARD RULE REGARDING RESTRICTION ON EMPLOYMENT OF RELATIVES. SECONDED BY TRUSTEE GLOVER. VOTE WAS UNANIMOUS.**

**TRUSTEE GLOVER ADVISED THE BOARD THAT HE IS SUBMITTING HIS LETTER OF RESIGNATION FROM THE POLICE AND FIRE PENSION BOARD OF TRUSTEES EFFECTIVE TODAY.**

**CHAIRMAN SCHMITT SAID HE LEARNED A GREAT DEAL FROM TRUSTEE GLOVER. HE APPRECIATES THE TIME HE HAS TAKEN TO SERVE ON THE BOARD.**

**TRUSTEE HERBERT SAID TRUSTEE GLOVER WAS A DEDICATED PUBLIC SERVANT. WE ARE GRATEFUL FOR ALL HE'S DONE.**

**TRUSTEE SCHEU SAID TRUSTEE GLOVER IS A HERO TO A LOT OF PEOPLE WITH THE CITY.**

**TRUSTEE TUTEN SAID TRUSTEE GLOVER IS A GOOD MAN, HONEST MAN.**

**BOB KLAUSNER, FUND COUNSEL, THANKED TRUSTEE GLOVER.**

**TRUSTEE GLOVER THANKED EVERYONE AND SAID HE WAS HONORED TO SERVE.**

**ITEM ADDED TO THE AGENDA**

**FUND ATTORNEY, BOB KLAUSNER, HANDED TO THE BOARD A LEGAL OPINION FOR REVIEW. LETTER DATED OCTOBER 19, 2015. THIS HAS BEEN DEFERRED TO OFFICE OF GENERAL COUNSEL.**

### **OFFICE ADMINISTRATION**

**2014-11-10** PFPF Records Retention – October, 2015 – *on going process*

### **PERSONNEL COMMITTEE**

Conducting interviews with Applicants Monday and Tuesday

**TRUSTEE HERBERT ADVISED THAT WE HAVE MEETINGS SCHEDULED TODAY AND TOMORROW TO REVIEW SIX APPLICANTS FOR THE EXECUTIVE DIRECTOR POSITION.**

Recommendations from Board members for Fifth Trustee

**CHAIRMAN SCHMITT ASKED THE BOARD MEMBERS IF THEY HAD ANY RECOMMENDATIONS FOR THE FIFTH TRUSTEE?**

**CHAIRMAN SCHMITT RECOMMENDED RICK TOWNSEND, A RETIRED POLICE CHIEF CURRENTLY SERVING ON THE ADVISORY COMMITTEE TO BE NOMINATED. HE HAS AN UNDERSTANDING OF THE ISSUES FACING THE BOARD TODAY. DURING THE PENSION NEGOTIATIONS WITH THE CITY, HE ATTENDED THE MAJORITY OF TASK FORCE MEETINGS.**

**TRUSTEE HERBERT ASKED IF THE BOARD COULD MEET WITH HIM PRIOR TO NEXT WEEK SO THEY COULD TALK WITH HIM. TRUSTEE HERBERT ALSO ASKED IF THERE WERE ANY OTHER RECOMMENDATIONS?**

**JOHN KEANE WILL CONTACT RICK TOWNSEND TO SEE IF THIS COULD BE ARRANGED.**

**WITH NO FURTHER DISCUSSION, CHAIRMAN SCHMITT ADJOURNED THE MEETING AT 2:41PM.**

**TO BE APPROVED AT THE NEXT  
BOARD OF TRUSTEE MEETING**

---

Richard Tuten III, Board Secretary