

**JACKSONVILLE POLICE AND FIRE
PENSION BOARD OF TRUSTEES
SPECIAL MEETING SUMMARY – OCTOBER 23, 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
Dr. Adam Herbert, Trustee
William E. Scheu, Trustee

CONSULTANT

John Keane, Consultant

STAFF

Debbie Manning, Executive Assistant
Cheryl Franzino, AAA Reporters

EXCUSED

Nathaniel Glover Jr., *Trustee - pending replacement*
Tommy Hazouri, City Council Liaison
Devin Carter, Controller

GUESTS

Steve Durden, Office of General Counsel
Jenny Busby, City Council Liaison Assistant
Sean Hatchett, Fire Chief, Pension Advisory Committee
Curtis Lee
Eileen Kelley, Times Union

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 one business day in advance of the meeting to make appropriate arrangements.

CHAIRMAN SCHMITT CALLED THE MEETING TO ORDER AT 9:06AM

The Board of Trustees recited the Pledge of Allegiance.

PUBLIC SPEAKING PERIOD

NO PUBLIC SPEAKING REQUESTS

CONSENT AGENDA ITEM – 2015-10-11CA(SM)

2015-10-11CA(SM) APPLICATION FOR MEMBERSHIP

CLEAR & UNRESTRICTED

TRUSTEE RULE 13.3

A MOTION WAS MADE BY TRUSTEE TUTEN TO APPROVE THE CONSENT AGENDA ITEM 2015-10-11CA(SM). SECONDED BY TRUSTEE HERBERT. VOTE WAS UNANIMOUS.

PERSONNEL COMMITTEE – Adam Herbert

2015-10-3SM Report regarding Search for Executive Director and selection

TRUSTEE HERBERT ADVISED THE BOARD THAT THE PERSONNEL COMMITTEE INTERVIEWED SIX APPLICANTS. THE BOARD WOULD LIKE TO EXTEND AN OFFER TO LYNN WENGUER TO BECOME THE NEXT PENSION FUND EXECUTIVE DIRECTOR. BOARD CHAIRMAN SCHMITT WILL NEGOTIATE AN EMPLOYMENT CONTRACT WITH HER WITHIN THE FRAMEWORK OF SALARY, BENEFIT PACKAGE, AND WE WILL ALSO CONDUCT A BACKGROUND CHECK.

TRUSTEE HERBERT MADE A MOTION TO EXTEND THE OFFER TO LYNN WENGUER TO BECOME THE NEXT EXECUTIVE DIRECTOR UPON SUCCESSFUL COMPLETION OF THE BACKGROUND CHECK, WITH A CONTRACT AND BENEFITS PACKAGE ESTABLISHED. TRUSTEE TUTEN SECONDED. VOTE WAS UNANIMOUS.

TRUSTEE SCHEU WAS GRATEFUL TO HAVE INPUT FROM THE MAYOR'S OFFICE.

TRUSTEE SCHEU RECOMMENDS KEEPING AN OPEN AT WILL CONTRACT. EITHER PARTY CAN TERMINATE. INCLUDE HER AS PART OF THE GENERAL EMPLOYEES PENSION PLAN. ORDINANCE STILL PENDING TO INCLUDE OPTION TO BE IN GENERAL EMPLOYEES PENSION PLAN.

TRUSTEE TUTEN DISAGREED. THERE NEEDS TO BE SOME LEVEL OF SECURITY FOR THE CONTRACT, THREE TO FIVE YEARS. USE JOHN'S CONTRACT AS AN OUTLINE.

OFFICE OF GENERAL COUNSEL WILL WORK ON THE CONTRACT. RECOMMEND FIVE YEARS ON CONTRACT, DO NOT DO AN AUTOMATIC RENEWAL BUT CONFIRM RENEWAL BY MUTUAL AGREEMENT OF THE BOARD. CHAIRMAN SCHMITT WANTED ASSURANCE THAT WE WILL GET THE CONTRACT AS SOON AS POSSIBLE. STEVE DURDEN, OFFICE OF GENERAL COUNSEL, WILL HAVE IT.

THANKS TO THE PERSONNEL COMMITTEE FOR ALL THEIR WORK.

IF BY SOME CHANCE LYNN WENGUER DECLINES THE OFFER, THE BOARD WILL IMMEDIATELY ADVERTISE WITHIN THE PROFESSIONAL NETWORK. WE NEED TO RE-WORD THE AD TO INCLUDE AN ADDITIONAL COMPONENT WITH PRIOR PUBLIC PLAN ADMINISTRATION BACKGROUND, INCLUDING FINANCE EXPERIENCE. MOTION WAS MADE BY TRUSTEE HERBERT. SECONDED BY TRUSTEE SCHEU. VOTE WAS UNANIMOUS.

NEW BUSINESS

2015-10-5SM Selection of Fifth Trustee for the Board of Trustees

TRUSTEE HERBERT ASKED THE BOARD TO DELAY THE VOTE FOR THE FIFTH TRUSTEE REPLACING TRUSTEE GLOVER. THE BOARD MET WITH RICK TOWNSEND, BUT WOULD ALSO LIKE TO SEE IF THERE ARE OTHER CANDIDATES WHO MIGHT BE INTERESTED. TRUSTEE HERBERT WANTS TO MAINTAIN DIVERSITY. THIS IS AN IMPORTANT DECISION.

TRUSTEE TUTEN CAUTIONED THE BOARD. THERE ARE NO QUALIFICATIONS OTHER THAN THEY MUST BE 18 YEARS OF AGE, NOT POLITICAL, NO AGENDA. RICK TOWNSEND IS SOMEONE WHO UNDERSTANDS THE PENSION PROCESS. HE CURRENTLY SERVES ON THE ADVISORY COMMITTEE. THERE IS NO PAY OR BENEFITS ASSOCIATED WITH THIS POSITION AS WE ALL KNOW.

TRUSTEE HERBERT FELT WE NEEDED MORE TIME, MORE CHOICES. THE PROCESS REQUIRES THAT WE AGREE ON SOMEONE.

CHAIRMAN SCHMITT SAID WITH TRUSTEE HERBERT IS UNAVAILABLE UNTIL AFTER NOVEMBER 25TH. THIS PUTS OUR MEMBERS IN JEOPARDY IF SOMETHING

SHOULD ARISE. CHAIRMAN SCHMITT FELT THIS SHOULD BE UP FOR A VOTE TO ELECT RICK TOWNSEND AS THE FIFTH TRUSTEE. MOTION WAS MADE BY TRUSTEE TUTEN, NO SECOND MOTION. DEFERRED

SINCE THERE WILL BE NO BOARD MEETING IN NOVEMBER, TRUSTEE SCHMITT MADE A MOTION TO DESIGNATE DEVIN CARTER, CONTROLLER, TO BE THE INTERIM PLAN ADMINISTRATOR UNTIL REVOKED BY THE BOARD. MOTION CONFIRMED BY TRUSTEE TUTEN, SECONDED BY TRUSTEE SCHEU. VOTE WAS UNANIMOUS.

CHAIRMAN SCHMITT WILL CONTACT LYNN WENGUER WITH CONTRACT. WE HAVE PERIMETERS SO HOPEFULLY WE CAN COME TO TERMS. IF WE NEED A DEAL BREAKER, CHAIRMAN SCHMITT WILL PRESENT INFORMATION BACK TO THE BOARD.

TRUSTEE TUTEN WANTED A HISTORY OF EMPLOYMENT BACKGROUNDS OF THE PREVIOUS BOARD MEMBERS WHO WERE THE FIFTH TRUSTEE. JOHN KEANE SAID THE FIRST MEMBER WAS A BANKER, THE SECOND WAS A MEMBER OF A BUILDERS ASSOCIATION, THIRD WAS A RETIRED CHIEF, AND LAST WAS SHERIFF GLOVER.

CHAIRMAN SCHMITT ADJOURNED THE MEETING AT 9:50AM

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

Richard Tuten III, Board Secretary