

**JACKSONVILLE POLICE AND FIRE PENSION FUND
BOARD OF TRUSTEES
MEETING SUMMARY – AUGUST 12, 2016
RICHARD “DICK” COHEE BOARD ROOM**

PFPF MISSION STATEMENT:

To provide long term benefits to participants and their beneficiaries

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

Lt. Richard Tuten III, Board Chair
Chris Brown, Trustee
Willard Payne, Trustee
William Scheu, Trustee

STAFF

Tim Johnson, Executive Director – Plan Administrator
Beth McCague, Consultant
Paul Daragjati, Fund Attorney
Dan Holmes, Summit Strategies
Debbie Manning, Executive Assistant
Denice Taylor, AAA Reporters

EXCUSED

Richard Patsy, Board Secretary
Anna Brosche, City Council Liaison

CITY REPRESENTATIVES INVITED

Joey Greive, Fund Treasurer
Steve Durden, Office of General Counsel

GUESTS

Police and Fire Pension Fund
Board of Trustees
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Matt Jelinek, Summit Strategies
Paul Barrett, City of Jax. Finance
Randy Wyse, Jax Assoc. of Fire Fighters
Raymond Lutzen, Fire Fighter
Mark Muckowitz, JSO
David Bauerlein, 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 five business days in advance of the meeting to make appropriate arrangements.

CHAIRMAN TUTEN CALLED THE MEETING TO ORDER AT 9:00AM

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

Edward C. Brackett Sr., Retired Fire Lieutenant
Johnny R. Rowe, Retired Fire Lieutenant
Clarence B. Tompkins, Police Sergeant
James T. Costner Jr., Active Fire Fighter Engineer
Clyde E. Dyer Jr., Retired Fire Fighter Engineer

The Board of Trustees recited the Pledge of Allegiance.

PUBLIC SPEAKING PERIOD

NO REQUESTS FOR PUBLIC SPEAKING. PUBLIC SPEAKING PERIOD CLOSED.

BETH MCCAGUE INTRODUCED MATT JELINEK WITH SUMMIT STRATEGIES TO THE BOARD MEMBERS. HE ASSISTS DAN HOLMES WITH VARIOUS REPORTS FOR THE BOARD.

BETH ALSO INTRODUCED OUR NEW EXECUTIVE DIRECTOR – PLAN ADMINISTRATOR, TIMOTHY “TIM” JOHNSON. TIM WILL BE OBSERVING THE BOARD MEETING TODAY, AND WILL BE COORDINATING THE AGENDA FOR THE SEPTEMBER MEETING.

TIM SPOKE BRIEFLY SAYING HE WAS GLAD TO BE IN JACKSONVILLE AND FEELS VERY WELCOMED IN FLORIDA. EVERYONE HAS COMPLIMENTED BETH ON THE JOB SHE HAS DONE AS INTERIM EXECUTIVE DIRECTOR.

CONSENT AGENDA - ITEMS 2016-08-(1-14)CA

2016-08-1CA MINUTES TO BE APPROVED

2016-08-2CA DISBURSEMENTS

2016-08-3CA PENSION DISTRIBUTIONS

2016-08-4CA APPLICATION FOR MEMBERSHIP

2016-08-5CA APPLICATION FOR SURVIVOR BENEFITS

2016-08-6CA APPLICATION FOR TIME CONNECTIONS

2016-08-7CA APPLICATION FOR TIME SERVICE RETIREMENT

2016-08-8CA APPLICATION FOR VESTED RETIREMENT

2016-08-9CA REFUND OF PENSION CONTRIBUTIONS

2016-08-10CA SHARE PLAN DISTRIBUTION

2016-08-11CA DROP PARTICIPANT TERMINATION OF EMPLOYMENT

2016-08-12CA DROP DISTRIBUTIONS

2016-08-13CA RECESSION OF DROP PARTICIPATION

2016-08-14CA EDUCATIONAL OPPORTUNITIES

A MOTION WAS MADE BY TRUSTEE SCHEU TO APPROVE CONSENT AGENDA ITEMS 2016-08-(1-14)CA. SECONDED BY TRUSTEE BROWN. VOTE WAS UNANIMOUS.

OLD BUSINESS

LEGAL – Update on Securities Litigation cases pending - *Paul Daragjati*

- CVB
- NII
- Tailored Brands
- Tower International Group

RECEIVED AS INFORMATION AS THERE HAS BEEN NO SIGNIFICANT ACTIVITY TO REPORT.

2015-5-2 FY2015/2016 Budget - Financial Report Actual vs Budget – July, 2016 – *Beth*

McCague

BETH MCCAGUE ADVISED THE BOARD THAT LARGE LEGAL BILLS APPROVED AT THE JUNE AND JULY BOARD MEETINGS HAVE BEEN PAID. TOTAL EXPENSES ARE EXPECTED TO BE ON BUDGET AT YEAR END.

RECEIVED AS INFORMATION

2015-11-5 Consulting Agreement with Beth McCague – *Tim Johnson*

TIM JOHNSON RECOMMENDED TO THE BOARD THAT BETH MCCAGUE'S CONTRACT BE EXTENDED UNTIL NOVEMBER 30TH. BETH WILL BE CONSULTING ON AN AS NEEDED BASIS AS DIRECTED BY THE EXECUTIVE DIRECTOR.

A MOTION WAS MADE BY TRUSTEE PAYNE TO APPROVE THE EXTENSION OF BETH MCCAGUE'S CONTRACT UNTIL NOVEMBER 30TH OR UNTIL TERMINATED BY THE EXECUTIVE DIRECTOR. SECONDED BY TRUSTEE SCHEU. VOTE WAS UNANIMOUS.

NEW BUSINESS – ITEMS 2016-08-(1-10)

2016-08-1 Resolution for Center State Bank

2016-08-2 Authorized signatures forms updated

- J.P. Morgan
- Northern Trust
- Thompson, Siegel & Walmsley LLC

A MOTION WAS MADE BY TRUSTEE BROWN TO APPROVE THE RESOLUTION ADDING TIM JOHNSON AS A SIGNOR FOR CENTER STATE BANK (ITEM 2016-08-1), AND APPROVE THE AUTHORIZED SIGNATURE'S FORMS (ITEM 2016-08-2). SECONDED BY TRUSTEE SCHEU. VOTE WAS UNANIMOUS.

2016-08-3 Summary Plan Description – July 1, 2016 – Sept. 30, 2017

BETH MCCAGUE STATED TO THE BOARD THAT THE SUMMARY PLAN DESCRIPTION WAS UPDATED, APPROVED BY THE STAFF, AND READY FOR APPROVAL BY THE BOARD. ONCE APPROVED, IT WILL BE PRINTED AND DISTRIBUTED TO THE MEMBERS AND POSTED ON THE WEBSITE. A SUMMARY PLAN DESCRIPTION IS TO BE UPDATED EVERY TWO YEARS.

A MOTION WAS MADE BY TRUSTEE SCHEU TO APPROVE THE SUMMARY PLAN DESCRIPTION DATED JULY 1, 2016 – SEPTEMBER 30, 2017. SECONDED BY TRUSTEE PAYNE. VOTE WAS UNANIMOUS.

2016-08-4 APPLICATION FOR DISABILITY RETIREMENT

1. **GRAY, David B.**, Fire Lieutenant, 16 yrs. of service, applying for disability retirement. *Application for disability retirement was approved at the Advisory Committee meeting held on August 10, 2016. Vote was unanimous.*

A MOTION WAS MADE BY TRUSTEE PAYNE TO APPROVE THE DISABILITY RETIREMENT FOR DAVID B. GRAY, AFTER REVIEW AND RECOMMENDATION TO APPROVE BY THE ADVISORY COMMITTEE BASED ON THE MEDICAL REPORTS PROVIDED. SECONDED BY TRUSTEE BROWN. VOTE WAS UNANIMOUS.

2. **SHELDON, Richard A.**, Firefighter, 13 yrs. of service, applying for disability retirement. *Application for disability retirement was approved at the Advisory Committee meeting held on August 10, 2016. Vote was unanimous.*

A MOTION WAS MADE BY TRUSTEE BROWN TO APPROVE THE DISABILITY RETIREMENT FOR RICHARD A. SHELDON, AFTER REVIEW AND RECOMMENDATION TO APPROVE BY THE ADVISORY COMMITTEE BASED ON THE MEDICAL REPORTS PROVIDED. SECONDED BY TRUSTEE SCHEU. VOTE WAS UNANIMOUS.

FINANCIAL/INVESTMENT REPORTS - Dan Holmes w Summit

2016-08-5 Summit Monthly Economic & Capital Market Update – June 2016

RECEIVED AS INFORMATION

2016-08-6 Summit Flash Report – June 30, 2016

RECEIVED AS INFORMATION

2016-08-7 Summit Investment Performance Report – June 30, 2016

DAN HOLMES DISCUSSED WITH THE BOARD THAT WE ARE ON TRACK TO HAVE A GOOD FISCAL YEAR.

2016-08-8 Statement of Investment Policy Executive Summary

DAN HOLMES HAS REVISED THE STATEMENT OF INVESTMENT POLICY. ATTORNEY KLAUSNER HAS PROVIDED THE BOARD WITH AN EXECUTIVE SUMMARY FOR THE BOARD TO REVIEW.

A MOTION WAS MADE BY TRUSTEE BROWN TO APPROVE THE STATEMENT OF INVESTMENT POLICY AS AMENDED BY DAN HOLMES WITH SUMMIT. SECONDED BY TRUSTEE PAYNE. VOTE WAS UNANIMOUS.

2016-08-9 Summit Equity Portfolio Transition Summary

MATT JELINEK WITH SUMMIT PROVIDED DETAILS AS TO NORTHERN TRUST'S PERFORMANCE REGARDING THE TRANSITION OF CERTAIN EQUITY ASSETS; 12% FIXED, 52% INTERNALLY CROSSED, AND 40% OTHER. THE TRANSITION WAS DONE IN TWO DAYS. NORTHERN TRUST REPORTED THE TOTAL COST OF 21 BASIS POINTS, 2 BASIS POINTS LESS THEN ESTIMATED.

ADMINISTRATIVE REPORTS

2016-08-10 Consultant Report – *Beth McCague*

RECEIVED UPDATED INFORMATION

CHAIRMAN TUTEN THANKED BETH FOR THE EXCELLENT JOB SHE HAS DONE FOR THE BOARD AND OUR MEMBERS AS INTERIM EXECUTIVE DIRECTOR.

CHAIRMAN TUTEN ADJOURNED THE MEETING AT 10:15AM

TO BE APPROVED AT THE NEXT BOARD OF TRUSTEE MEETING ON SEPTEMBER 16, 2016

Richard Patsy, Board Secretary