

**EAST LAKE TARPON SPECIAL
FIRE CONTROL DISTRICT
PENSION BOARD QUARTERLY MEETING VIA WebEx
April 15, 2020**

Chairman Stryjewski called the meeting of the Board of Trustees of the East Lake Fire Rescue Pension Plan to order at 7:30 a.m. on April 15, 2020. He noted that since this is a virtual meeting that the trustees should identify themselves when making a speaking or making a motion. That being said, the roll was called and a motion was declared.

TRUSTEES PRESENT: Chairman Doug Stryjewski, Mike Porch, Michael Handoga, Scott Papes and Sharon Bonnem

OTHERS PRESENT:

Fund Attorney Stuart Kaufman of Klausner, Kaufman ETAL, John Thinnes of AndCo Consulting, Disability Applicant Megan Gray, Pete Prior and Livia Giuliani of Benefits USA, Inc.

Approval of Minutes

January 15, 2020 Quarterly Meeting

The Chairman asked if there were any changes or corrections to the minutes. Hearing and seeing none, the Chairman said he would entertain a motion. Trustee Porch moved to approve the minutes as presented and Trustee Papes seconded the motion and the motion passed.

Public Comments:

There were no Public Comments at this meeting.

New Business:

Detail of Administrative Expenses:

Ms. Giuliani reported that the Administrative Expenses totaled \$94,920 and the good news is the fund was not over budget. The budget that was proposed last year was \$111,696.50. Trustee Papes moved to approve the Administrative Expenses as presented and Trustee Porch seconded the motion and the motion passed.

Unfinished Business:

Revisit Rate of Return study

Mr. Donlan reported on the impact of the analysis of reducing the investment return assumption from 7.65% to 7.50%. With the current assumption the total required contribution is 35.0% and the new assumption rate would increase the Contribution to 36.6%. The member contributions are 5% and the applicable State Contribution is \$258,650. If the assumption rate changes to 7.50% the required District contribution would increase from 20.7% to 22.3%. The calculations in this study are based on the information provided in the Valuation report. Mr. Donlan said this change will be done for the 2021 valuation as funding is usually done one year ahead. That being said, Trustee Papes moved to approve to authorize the actuary to reduce the investment assumption to 7.50% and Trustee Bonnem seconded the motion and the motion passed.

Cyber Insurance (Informational only)

Ms. Giuliani reported that at the last meeting the Trustees requested that the Administrator reach out to all the vendors to ask if they had Cyber Insurance. Ms. Giuliani reported that a copy of each vendor's certificate is in the packet and that it's just for informational purposes and no action was needed.

Consent Agenda:

For Ratification: Warrant #178-182

FMSG Brandon Orthopedics Assoc.	\$2,725.00
Total	\$2,725.00
Professional Indemnity Agency (2020 Fiduciary Liability Insurance Renewal)	\$2,972.00
Total	\$2,972.00
Benefits USA, Inc. (Flat Monthly Fee for February 2020)	\$1,250.00
FPPTA (Re-Certification fee for Sharon Bonnem)	\$31.00
KKJ&L (Legal Fees-Bill #25414 dated 1/31/2020)	\$6,253.45
Saltmarsh, Cleveland & Gund (Final Billing for 9/30/19 Audit; Inv #T509700)	\$8,400.00
FMSG Brandon Orthopedics Assoc.	\$2,725.00
Total	\$17,959.45
KKJ&L (Legal Fees-Bill #25612 dated 2/27/2020)	\$1,405.07
Total	\$1,405.07
AndCo (Q1-2020 Consulting Fee-Invoice #34981 dated 3/27/2020)	\$6,250.00
Benefits USA, Inc. (Flat Monthly Fee for March 2020; Inv# 03-2020)	\$1,250.00
Benefits USA, Inc. (Flat Monthly Fee for April 2020; Inv# 04-2020)	\$1,250.00
Dana Investment Adv. (Q1-2020 Mgmt Fee-LC-Inv #75066 dated 4/2/2020)	\$8,245.63
Dana Investment Adv. (Q1-2020 Mgmt Fee-FX-Inv #75050 dated 4/2/2020)	\$1,890.45
KKJ&L (Legal Fees-Bill #25825 dated 3/31/2020)	\$928.20
Total	\$19,814.28

Trustee Porch moved to approve the Consent Agenda. Trustee Papes seconded the motion and the motion passed.

Investment Report: Quarter Ending 03/31/2020

AndCo Consulting

Mr. Thinnes gave a brief report on the fund performance noting that the total fund net return for the quarter was -14.89% vs. the fund policy of -12.53%. The equity fund returned -23.17% vs. the equity policy of -21.49%. The domestic equity returned -23.37% vs. the domestic equity policy of -20.90%. Dana Core equity returned -21.34 vs. the S&P 500 of -19.60%. Vanguard returned -28.00% vs. the S&P completion index of -28.02%. American Funds Euro Pacific returned 22.43% vs. the MSCI AC World ex USA of -23.26%.

The fixed income fund returned 0.09% for the quarter vs. the fixed income policy of 2.55%. Dana fixed income returned 1.98% vs. the Dana fixed policy of 2.49%. Dodge & Cox returned -0.70% vs. the Blmbg. Barc U.S. Aggregate Index of 3.15%. Templeton Global returned -6.16% vs. the Blmbg. Barc Global Multiverse of -1.11%. The quarterly return for Intercontinental was not yet available. For the fiscal year and 1-year periods Templeton returned 3.22% and 7.34% for the fiscal year and 1-year vs. the NCREIF Fund Index-Open End Index of 1.53% and 4.31% respectively.

Mr. Thinnes reported that the market value at 1/1/2020 was \$18,696,006, the Contributions totaled \$193,331, the distributions totaled -\$324,242, the management fees totaled -\$12,471, other expenses totaled -\$64,191, the income generated was \$87,566, the appreciation/depreciation total -\$2,838,321 which resulted in the ending market value at 3/31/2020 of \$15,737,678.

Finally, Mr. Thinnes stated that he has no recommendations at this time.

Miscellaneous Correspondence

No Action Required

REPORTS:**Attorney**

Attorney Kaufman addressed the Board noting that the purpose of this virtual meeting is due to the Executive Order # 20-69 issued by the Governor due to COVID-19; we are not allowed to meet in person. This order expires July 8th 2020 but may be extended.

The Attorney also reported that Financial Disclosure forms are due by June 30th. He also noted that the Administrator could send the forms to the Trustees for filing and they can be filed online and submitted to the Supervisor of Elections in the County where you reside.

Megan Gray Disability:

Attorney Kaufman reported that the Board should proceed with an informal disability hearing for Megan Gray. Ms. Gray was in attendance for the hearing by teleconference. Mr. Kaufman reported the Board has had the opportunity to review the records from Dr. Morse, along with all additional records in the file. He noted that Ms. Gray filed an application on 10/15/19. Ms. Gray fell while on duty and based on the IME report from Dr. Lopez, the doctor has determined that Ms. Gray is unable return to work as a firefighter. The Board should decide today whether to grant the disability for Ms. Gray. If the Board denies the disability at this point, Ms. Gray can request a formal hearing. The Attorney noted that the Board can make one of three decisions today: to grant Ms. Gray's disability application, to deny the disability, or to determine that there is more information needed before acting on the disability application.

A brief discussion ensued and it was the general consensus that Ms. Gray is totally and permanently disabled and cannot perform the duties of a firefighter. That being said, Trustee Porch moved to accept the disability application and Trustee Papes seconded the motion. The motion passed unanimously.

Trustee Handoga asked if the retiree should certify each year that they are still disabled. The Attorney reported that the Board should make that inquiry. The Administrator spoke and said that each year a letter goes out to each retiree verifying that they are still disabled and therefore entitled to continue to receive the benefit. The Attorney noted that the actuary should prepare a disability calculation based on the accrued years of service as well as the pro-rata portion for the current month.

Administrator

The Administrator had nothing further to report.

Trustees

The Trustees had nothing further to report.

NEXT MEETING:

The Administrator reported that the next meeting is July 15, 2020 @ 7:30am

ADJOURN:

Trustee Papes moved to adjourn and Trustee Bonnem seconded the motion. The meeting was adjourned at 8:45 a.m.


Secretary