



PALM BAY POLICE AND FIREFIGHTERS' PENSION PLAN

www.pbpf.org

Robert J. Conlan Professional Center

1501 R. J. Conlan Blvd., NE, Suite 240 - Palm Bay, Florida 32905

44th Anniversary ~ Fund Established May 2, 1974

AGENDA

BOARD OF TRUSTEES

Regular Meeting No. 18-11

Friday, September 7, 2018-9:00 A.M.

CALL TO ORDER:

ROLL CALL:

OATH OF OFFICE:

To be administered by Terese Jones, CMC, City of Palm Bay City to Richard B. Adams, 5th Trustee Appointee

AGENDA REVISIONS:

CONSENT AGENDA:

There will be no separate discussion on those items listed under Consent Agenda (indicated with asterisks (*)). They will be enacted by the Board of Trustees by one motion. If discussion is desired by the Board, that item will be removed from the Consent Agenda by the Board and will be considered in the order that it appears on the agenda.

ADOPTION OF MINUTES:

*Quarterly Minutes 18-10

OLD BUSINESS:

1. Actuarial Services & Projects: Foster & Foster, Inc.
 - a. FOP Negotiations
 - b. State Funding for Police Officers
 - c. State Funding for Firefighters
 - d. Reinstatement Police Officer Robert Vickers
2. Follow-up on Conversion of Mid-Cap Value Fund to the Virtus Collective Trust II Fund

- *3. Interfund Transfer of \$4,166.74 from the Schwab U.S. Broad Market ETF to the R&D Account for Credit by the Board's CPA of \$3,356.47 to the Police Fund and \$810.27 to the Fire Fund
- *4. Replenish Petty Cash in the Amount of \$70.20 for FYE 2018
- 5. Letter of Direction to Raise Monthly Cash for the Next Six Months
- 6. Follow-up on Cyber Insurance
- 7. Equipment Upgrades
- 8. Audit Progress
- 9. Approval of Summary Plan Descriptions and All Expenses Related to the Updates
- 10. Annual Review of Part-time Pension Employee Patricia J. A. Lindsay
- 11. Follow-up Items from Ms. Taglia-Polak
 - a. Open Enrollment for City Health Insurance
 - b. Purchase Key Fobs
 - c. Upcoming Events-Educational Opportunities

NEW BUSINESS:

- *1. Consideration of Warrants for Payment:
 - a. Klausner, Kaufman, Jensen & Levinson-\$3,997.00-Invoice Review for Email and Letter Correspondence to Kathy Adams and David Baker regarding Robert Rama, Preparations for Meeting & Robert Rama Disability, Attendance at Board Meeting (Robert Rama) and Retainer, Invoice No. 22091 (Police Fund Only)
 - b. Foster & Foster, Inc.-\$200.00-Benefit Calculations Firefighter Brian Potash, Invoice No. 12990
 - c. Foster & Foster, Inc.-\$200.00-Benefit Calculations Police Officer Robert Rama, Invoice No. 12991
- *2. New Plan Member Applications; Member Beneficiary Changes; Pre-Retirement Death Benefit Option Selection Forms; Member Retirement Beneficiary Forms; and DROP Beneficiary Designations
- 3. Board Business:
- 4. Proposed 2019 Meeting Schedule
- 5. Contract Renewal for Computer Experts
- 6. Contract for Ultra Cleaning of Brevard, Inc.
- 7. Consideration to Revise Limits on the Capitalization for Fixed Assets
- 8. Request for Buyback of Questionable Prior Firefighter Service by Firefighter Sean Casey
- 9. Request for Buyback with Time Restriction by Police Officer Danielle Featherston
- *10. Termination Refund/Rollover/or Vested Termination, If Eligible, Police Officer Mark Richard

INPUT FROM ACTIVE AND RETIRED PLAN MEMBERS:

INPUT FROM THE PUBLIC:

ADJOURNMENT:

If an individual decides to appeal any decision made by the Board of Trustees with respect to any

matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Pension Office at (321) 724-8877 or Florida Relay System at 711.

This meeting may be conducted by means of or in conjunction with communications media technology, specifically a telephone conference call. The location, Robert J. Conlan Professional Center, 1501 R. J. Conlan Boulevard, NE, Suite 240, (corner of Palm Bay Road East & Robert J. Conlan Boulevard, 2nd Floor of the R.J. Conlan Professional Center) Palm Bay, Florida 32905, which is open to the public, shall serve as an access point.