

**POLICE AND FIRE PENSION FUND  
ADVISORY COMMITTEE  
MEETING SUMMARY – FEBRUARY 8, 2017**

**PFPF MISSION STATEMENT:**

*To provide long term benefits to participants and their beneficiaries*

**PRESENT**

James Holderfield, Chair  
Battalion Chief Sean Hatchett, V. Chair  
Lt. Ellis Burns, Police Representative  
Battalion Chief Brady Rigdon, Fire Representative  
Lt. Michael Shell, Police Representative  
Rick Townsend, Retired Police Representative

**STAFF**

Timothy H. Johnson, Executive Director – Plan Administrator  
Bob Sugarman – Fund Attorney – *via phone*  
Chuck Hayes, Pension Benefits Manager  
Steve Lundy, Pension Benefit Specialist  
Debbie Manning, Executive Assistant

**EXCUSED**

Lt. Michael Lynch, Fire Representative

**GUESTS**

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

**I. CALL TO ORDER**

**CHAIRMAN HOLDERFIELD CALLED THE MEETING TO ORDER AT 9:01AM**

**II. A MOMENT OF SILENCE WILL BE OBSERVED FOR THE FOLLOWING DECEASED MEMBER:**

Donald O. Kreitzman, Retired Fire Lieutenant  
Michael D. Castle, Retired Police Lieutenant  
James E. Stevenson, Retired Fire Fighter Engineer

**III. PUBLIC SPEAKING PERIOD**

**THERE WERE NO REQUESTS FOR PUBLIC SPEAKING. PUBLIC SPEAKING PERIOD WAS CLOSED.**

**IV. CONSENT AGENDA (ITEMS 1-9)**

**1. MEETING SUMMARY TO BE APPROVED**

**A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE MEETING SUMMARY FOR JANUARY 11, 2017. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.**

**2. APPLICATION FOR MEMBERSHIP**

**CLEARED (POLICE):**

**TRUSTEE RULE 13.3 (POLICE):**

**CLEARED (FIRE):**

**TRUSTEE RULE 13.3 (FIRE):**

**A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR MEMBERSHIP FOR POLICE AND FIRE AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.**

**3. APPLICATION FOR SURVIVOR BENEFITS**

**A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR SURVIVOR BENEFITS AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.**

**4. APPLICATION FOR VESTED RETIREMENT**

**A MOTION WAS MADE BY BRADY RIGDON TO APPROVE THE APPLICATION FOR VESTED RETIREMENT AS VERIFIED WITH SUPPORTING DOCUMENTATION BY THE ADVISORY COMMITTEE. SECONDED BY RICK TOWNSEND. VOTE WAS UNANIMOUS.**

**5. APPLICATION FOR TIME SERVICE CONNECTIONS**

**THE APPLICATIONS FOR TIME SERVICE CONNECTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.**

**THE ADVISORY COMMITTEE RECOMMENDED THAT TIM JOHNSON FOLLOW UP WITH JSO HUMAN RESOURCES TO VERIFY THAT COMMUNITY SERVICE OFFICERS WERE NOTIFIED THAT THEY CAN NOW BUY PRIOR DUVAL SERVICE TIME NOT PREVIOUSLY OFFERED.**

**6. REFUND OF PENSION CONTRIBUTIONS**

THE REFUND OF PENSION CONTRIBUTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

**7. DROP PARTICIPANT TERMINATION OF EMPLOYMENT**

THE DROP PARTICIPANT TERMINATION OF EMPLOYMENT WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

**8. DROP DISTRIBUTIONS**

THE DROP DISTRIBUTIONS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

**9. DROP DISTRIBUTIONS FOR SURVIVORS**

THE DROP DISTRIBUTIONS FOR SURVIVORS WERE VERIFIED WITH SUPPORTING DOCUMENTATION AND RECEIVED AS INFORMATION BY THE ADVISORY COMMITTEE.

**V. OLD BUSINESS**

- Letter to Rounsville

**RECEIVED AS INFORMATION**

- Discussion regarding Re-Hired City Employee

TIM JOHNSON ADVISED THE COMMITTEE THAT THE PRIOR CONTRACT FOR JAMES CROSBY WITH THE CITY WAS TERMINATED. THE NEW CONTRACT WITH THE CITY IS NOW IN COMPLIANCE WITH THE LAW.

GOING FORWARD, OFFICE OF GENERAL COUNSEL WILL REVIEW ALL CONTRACTS TO MAKE SURE THEY ARE IN COMPLIANCE WITH THE LAW.

PER THE COMMITTEE, OFFICE OF GENERAL COUNSEL SHOULD MAKE SURE THE CONTRACTS ARE ALSO WRITTEN CORRECTLY TO ADDRESS THE 20 PT IRS QUESTIONS PROVIDED IN AN IRS PUBLICATION.

TIM JOHNSON ALSO CONFIRMED THAT HE SENT A LETTER TO THE OFFICE OF GENERAL COUNSEL REQUESTING THAT THEY PROVIDE A LIST OF POLICE AND FIRE PENSION FUND RETIREE'S WHO ARE CURRENTLY WORKING WITH THE CITY AFTER RETIREMENT. THIS REPORT SHOULD BE PROVIDED WITHIN 30 DAYS. QUARTERLY REPORTS WILL BE PROVIDED THERE AFTERWARD.

**IN LIEU OF SENDING A SPECIAL AFFIDAVIT TO CONFIRM CITY RE-EMPLOYMENT WITH RETIREES NOW, DUE TO TIME AND EXPENSE THAT WOULD BE INCURRED, THE POLICE AND FIRE PENSION FUND WILL UPDATE THE TIME SERVICE RETIREMENT AND DISABILITY AFFIDAVITS TO INCLUDE A REQUEST FOR EMPLOYMENT STATUS WITH THE CITY OF JACKSONVILLE PRIOR TO THE NEXT MAILING OF AFFIDAVITS IN AUGUST.**

**THE ADVISORY COMMITTEE WAS PROVIDED WITH AN OPINION FROM KLAUSNER REGARDING REIMBURSEMENT OF PENSION FROM RE-HIRED CITY EMPLOYEE. TIM JOHNSON WAS ASKED BY THE ADVISORY COMMITTEE TO ALSO REQUEST AN OPINION FROM SUGARMAN. PROVIDE SUGARMAN WITH FACT SPECIFIC INFORMATION REGARDING THIS CASE FOR SUGARMAN'S REVIEW.**

- DROP Opinion – *Bob Sugarman*

**ADVISORY COMMITTEE WAS PROVIDED A COPY OF THE DROP OPINION FROM SUGARMAN CONFIRMING THAT THE STAFF ADMINISTERS THE DROP BENEFITS CORRECTLY ACCORDING TO PROCEEDURE AND IRS PUBLICATIONS.**

**A MOTION WAS MADE BY RICK TOWNSEND TO ACCEPT THE DROP OPINION FROM SUGARMAN & SUSSKIND AS VERIFICATION THAT THE POLICE AND FIRE PENSION FUND STAFF ADMINISTER THE DROP CORRECTLY AND IN ACCORDANCE WITH THE POLICE AND FIRE PENSION FUND PROCEEDURE AND IRS PUBLICATIONS. SECONDED BY ELLIS BURNS. VOTE WAS UNANIMOUS.**

**VI. EXECUTIVE DIRECTOR'S REPORT - *Timothy Johnson***

**TIM JOHNSON CONTINUED THE DISCUSSION REGARDING AFFIDAVITS AND THE DROP OPINION.**

**VII. NEW BUSINESS**

**DUE TO THE RETIREMENT OF BRADY RIGDON AS FIRE REPRESENTATIVE ON THE ADVISORY COMMITTEE, WE WILL HOLD A SPECIAL ELECTION TO REPLACE HIM. MARCH WILL BE BRADY'S LAST MEETING, HOPEFULLY, AT THAT MEETING HE WILL KNOW WHO WILL REPLACE HIM ON THE COMMITTEE.**

**VIII. ADJOURNMENT**

**CHAIRMAN HOLDERFIELD ADJOURNED THE MEETING AT 10:00AM**