

## **MINUTES OF THE MEMORIAL COMMITTEE**

A meeting of the Memorial Committee of the Houston Firefighters' Relief and Retirement Fund convened at the Fund offices at 4225 Interwood North Parkway, on Tuesday, March 18, 2025, at 9:30 a.m.

Committee members present were Lisa R. Slagle and Edward Llewellyn. Also present were staff members Timothy Schauer (Executive Director), Claudia McInnis (Director of Finance and Administration), Dalia De La Cruz (Director of Member Services), Andrea Sharayha (Director of Human Resources), John D. Moore II (Director of Technology and Building Services), and Adam Smith (General Counsel).

On behalf of the Committee Chair, Lisa R. Slagle called the meeting to order at 9:30 a.m. and invited comments from the public. No comments were received.

The Director of Finance and Administration provided a Memorial bench update noting that twenty-seven (27) benches have been sold and installed in the Memorial Garden. There are two (2) benches sold and in the vendor's possession waiting to be installed; one (1) bench application is in inscription process; leaving zero (0) benches available for sale.

The Director of Technology and Building Services presented an overview of the proposed repairs and expansion of the Memorial "Wall of Honor" to allow for additional name inscriptions. The Executive Director indicated that the estimate presented is expected to be updated once the design layout is finalized.

The meeting adjourned at 9:45 a.m., on a motion by Edward Llewellyn, seconded by Lisa R. Slagle. The motion carried.