

## MINUTES OF THE HOUSTON FIREFIGHTERS' RELIEF AND RETIREMENT FUND

A meeting of the Houston Firefighters' Relief and Retirement Fund (HFRRF) Board of Trustees convened at the Fund offices at 4225 Interwood North Parkway, Houston, Texas 77032 on Tuesday, April 17, 2018 at 10:05 A.M.

Trustees present were David L. Keller, Jr., (Chair), Stephen R. Whitehead (Vice Chair), Francis "Frank" X. Maher (Secretary), Juliet N. Higgins, Brett R. Besselman, Earnest Wotring, Albertino "Al" Mays and Lisa R. Slagle. Trustees absent were Garry W. Blackmon, Sr., and Arif Rasheed. Others present were staff members Ralph D. Marsh (Executive Director), Jonathan W. Needle (Chief Legal Officer) and Ajit Singh (Chief Investment Officer).

The Chair called the meeting to order at 10:05 A.M.

The Board recited the Pledge of Allegiance and observed a moment of silence.

Active Fund Member Hunter Schappaugh, President of the Houston Fire Department (HFD) Pipes and Drums requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction to the Pipes and Drums organization.

Retired Fund Member John Bush requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction for the Houston Retired Firefighters Association.

Active Fund Member Billy Lambert requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction for the HFD Honor Guard.

Retired Fund Member David Lanthrip requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction for to the Houston Retired Firefighters Association.

Retired Fund Member Warren Hooker and HFD Honor Guard Coordinator requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction for the Pipes and Drums organization.

Retired Fund Member Stevie Williams requested the Fund allocate one of the two openings available for an accepted retiree payroll deduction for the Houston Retired Firefighters Association.

There was a motion by Lisa R. Slagle, seconded by Albertino "Al" Mays, for approval of the minutes of the Board meeting held on Tuesday, March 20, 2018. The motion carried.

There was a motion by Albertino Mays, seconded by Stephen R. Whitehead, to approve the following items listed on the Consent Agenda:

- a. Report of the Pension Benefits Committee meeting held on Tuesday, March 20, 2018.
- b. Report of the Memorial Committee meeting held on Tuesday, March 20, 2018.
- c. Minutes of the Investment Committee meeting held on Tuesday, March 20, 2018, and;

- d. Report of the Budget and Audit Committee meeting held on Tuesday, March 20, 2018.

The motion carried.

The Chair removed item 5e from the “*consent agenda*” for discussion. Francis “Frank” X. Maher confirmed that any amendments to the contracts for the Fund’s Executive Director and the Chief Investment Officer will be reviewed by legal counsel prior to coming before the Board for approval and all policy changes will follow the normal process. There then was a motion by Stephen R. Whitehead, seconded by Lisa R. Slagle, to approve the Minutes of the Personnel and Procedures Committee meeting held on Tuesday, April 10, 2018. The motion carried.

The meeting of the Pension Benefits Committee held on March 20, 2018 noted the following: Deferment of an application for survivor benefits under Sections 6(c), 6(d) and 7 of the statute until further medical information is obtained; approval of application for reinstatement of membership into the Fund as shown on Member Services Report (2); Deferment of an item shown on Member Services Report (3) regarding pension entrance date of one member until further information can be confirmed; approval of applications for membership into the Fund as shown on Member Services Report (4), noting members with exceptions will be sent a letter concerning statutory provisions on pre-existing conditions; approval of amendments as proposed to Sections 6.01 and 6.02 of the Pension Benefits Policies; Committee recommendation to the Board for approval of revisions to the policy on accepting trust documents; and, an update of the 2018 Summary Plan Description as shown on Member Services Report (5).

There was a motion by Stephen R. Whitehead, seconded by Juliet N. Higgins, approving the April 17, 2018 Pension Benefits Committees recommendation concerning marriage documentation. The motion carried.

There was a motion by Francis “Frank” X. Maher, seconded by Albertino “Al” Mays, approving the April 17, 2018 Budget and Audit Committees recommendation regarding Fiscal Year 2018 operating budget. The motion carried.

There was a motion by Juliet N. Higgins, seconded by Brett R. Besselman, for approval of *the “Application for Designation of Trust under Section 11(g)”* trust form, as presented. The motion carried.

The Board reviewed current pension check deductions and discussed the two openings available for accepted retiree payroll deduction from regular monthly pension checks. There was a motion by Lisa R. Slagle, seconded by Brett R. Besselman to approve the HFD Honor Guard and HFD Pipes and Drums charities to the list of acceptable deductions pursuant to section 13 of the Fund’s Pension Benefits policies and further for section 13.02 of the Fund’s Pension Benefits policies be revised to conform to the changes adopted by the motion. The motion carried, with Francis “Frank” X. Maher opposed.

The Fund’s governmental relations firms provided an update.

There was a motion by Stephen R. Whitehead, seconded by Lisa R. Slagle, for the Houston Firefighters’ Relief and Retirement Fund to join the Texas Association of Public Employee Retirement Systems

Board Minutes

Date: Tuesday, April 17, 2018

Page 3 of 3

(TEXPERS) under the terms conferred. The motion carried.

There was a motion by Lisa R. Slagle, seconded by Juliet N. Higgins, for the Fund to enter into a Communications and Public Affairs Consulting Service Agreement with G3 Communications, as presented.

The motion carried.

The Fund's Governmental Relations firm(s) exited the meeting at 11:35 A.M.

The Chair discussed future attendance of a quorum at legislative hearings and meetings. The Chief Legal Officer reviewed with the Board sections 551.001(4) and 551.0035 (allowing attendance by a quorum under certain strictures) of the Texas Government Code ("Texas Open Meetings Act").

The Chief Legal Officer discussed the recent settlement of the City's litigation against the Fund's former actuarial firm.

The Chief Legal Officer updated the Board on the Fund's litigation against City relating to Senate Bill 2190 in the 85<sup>th</sup> Texas legislature, noting oral argument to be heard May 9, 2018 by the Texas Court of Appeals, Fourteenth Appellate District.

The Chief Legal Officer presented his Quarterly Litigation and Chief Legal Officer's reports.

The Chair reminded Board members to complete the on-line survey related to Fund governance within the next two weeks or earlier.

There being no further business, the meeting adjourned at 12:15 P.M. on a motion by Brett R. Besselman, seconded by Albertino "Al" Mays. The motion carried.

Respectfully submitted,

Francis "Frank" X. Maher  
Secretary