

These draft minutes are provided for informational purposes only and are subject to change prior to final approval by the Board of Trustees



Austin Fire Fighters Relief and Retirement Fund
4101 Parkstone Heights Drive, Suite 270
Austin, TX 78746
Telephone: (512) 454-9567

MINUTES
AUSTIN FIREFIGHTERS RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES MEETING
MONDAY, NOVEMBER 29, 2021 AT 9:00 AM

Board Members Present

Steve Adler, Chair
Doug Fowler, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
John Bass, Trustee
Premal Amin, Interim Fund Administrator
Kendall Twomey, Benefits Specialist

Consultants Present

Alyca Garrison, JW
Chuck Campbell, JW
Michael McGill, COA
Omar Davis, EFL Associates
Daniel Cummings, EFL Associates

Community Members Present

Jan Wesson
Rene Vallejo
Donald Lowe
Unidentified attendees

Mayor Adler called the meeting to order at 9:02 am

- I. Minutes of the Regular Meeting on October 20, 2021

Jeremy Burke made a motion to approve the minutes as presented. Without further discussion and no objection, the motion passed unanimously.

- II. Service Retirement Benefits for Three Applicants and Two Beneficiaries

Jeremy Burke made a motion to approve the service retirement benefits for the three applicants and two beneficiaries as presented. Doug Fowler seconded the motion. The motion passed unanimously.

- III. Meketa Q321 Report

Leo Festino and Aaron Lally from Meketa presented the Q321 Report to the Board. The Fund has remained in the top quartile of all peer funds the previous 10 years.

- IV. Consideration and Possible Approval of Board of Trustees’ Governance Policy Including Revisions to Add Section 2.4 Review of Third-Party Service Providers

Doug Fowler made a motion to approve the Governance Policy as presented. With a second from John Bass, the motion passed unanimously.

- V. Fund Administrator Position Update

At 9:59 am, the Board entered closed session. Closed session concluded at 11:15 am. No action was taken during closed session.

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Doug Fowler made a motion for the Board to accept the recommendation of the search committee that the top 3 candidates come for interviews on December 6th. With a second from Belinda Weaver, the motion passed. Jeremy Burke abstained

VI. Pension Software Service Provider Site Visit Update

Premal Amin updated the Board on the one company Staff met with. No motion necessary.

VII. Consideration and Possible Approval of Two Model QDRO Forms

Alyca Garrison, Chuck Campbell, and Premal Amin reviewed the two model QDRO forms and provided an answer to a question asked at the previous board meeting. Doug Fowler made a motion to approve the two model QDRO forms. Jeremy Burke seconded the motion. The motion passed unanimously.

VIII. Review and Consideration of 2022 Budget

Premal Amin provided an update to the 2022 draft budget. After some discussion, the Board discussed the option to revisit the budget in January to evaluate the salary piece. No action necessary.

IX. Financial Statements, Transaction, Fund Expense Reports, and Summary of Work Output

No motion necessary.

X. Roadmap for Future Meetings

No motion necessary.

XI. Call for Future Items

Some of the future agenda items include Fund Administrator Position Update and Review and Consideration of 2022 Budget.

Hearing no objections, Mayor Adler adjourned the meeting at 11:33 am.

Board Members

Mayor Steve Adler, Chair
Doug Fowler, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
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**SPECIAL MEETING MINUTES
AUSTIN FIREFIGHTERS RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES MEETING
MONDAY, DECEMBER 6, 2021 AT 8:30 AM**

Board Members Present

Steve Adler, Chair
Doug Fowler, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
John Bass, Trustee
Kendall Twomey, Benefits Specialist

Consultants Present

Chuck Campbell, JW
Michael McGill, COA
Omar Davis, EFL Associates
Daniel Cummings, EFL Associates

Community Members Present

Greg Pope

Mayor Adler called the meeting to order at 8:30

Public Comments:

Greg Pope, Secretary Treasurer of Local 975, was present to make a public comment prior to closed session. Mr. Pope stated that Local 975 is disappointed in the Board's decision in regards to the final candidates for Fund Administrator.

- I. Interview of Finalist Candidates and Selection of Fund Administrator

At 8:39 am, the Board entered closed session. Closed session concluded at 11:52 am. No action was taken in closed session.

At 12:31 pm, the Board entered closed session. Closed session concluded at 2:44 pm. No action was taken in closed session.

Hearing no objections, Mayor Adler adjourned the meeting at 2:44 pm.

Board Members

Mayor Steve Adler, Chair
Doug Fowler, Vice-Chair
Belinda Weaver, Treasurer
Jeremy Burke, Trustee
John Bass, Trustee