

MEETING OF THE BOARD OF TRUSTEES  
CHATTANOOGA FIRE & POLICE PENSION FUND

November 15, 2018

At the regularly scheduled meeting of the Chattanooga Fire and Police Pension Fund Board of Trustees held on the 15<sup>th</sup> day of November 2018, President Charlie Thomason presided. The meeting was held at the Pension Office, 6009 John Douglass Drive, Chattanooga, TN 37421.

The meeting convened at 0906 hours with board members Charlie Thomason, Joe Shaw, Kelly Simmons, Nathan Vaughn and Chris Hopkins. Attorney Bill Robinson was also present. Phillip McClain and Mark Coffman were excused absences.

**APPROVAL OF MINUTES**

Motion by Joe Shaw and seconded by Nathan Vaughn to approve the minutes of the October 18, 2018 meeting. Motion carried unanimously.

**APPEARING BEFORE THE BOARD**

Janet Neighbors of LBMC, Inc. appeared before the Board to present the findings of the Agreed upon Procedures for the fiscal year ending June 30, 2018. It was noted that there was one member that was not included in the Board minutes for approval, two underpayments to members, one overpayment of a refund, and a slight miscalculation to the COLA formula. Fund Administrator Katrina Abbott explained that these issues have all been corrected and that this shows the benefit of having such procedures performed.

**LEGAL UPDATE**

Attorney Bill Robinson informed the Board that he had provided the proposed disability legislation and trust agreement to the City Attorney's office for review.

**MEMBERSHIP CHANGES**

Motion by Kelly Simmons and seconded by Joe Shaw to approve the following membership items:

ADD TO THE ROLLS:

- Fire Lieutenant David W. Hullander, vesting with 24 years of service, terminated on 10/29/2018, adjusted pension credit service date of 09/24/1994. Deferred Vested benefit begins effective 07/01/2022 (2-415)
- Master Police Officer Michael A. Tilley, retiring with 28 years of service, reduced to a 25 year pension and a 36 month DROP, further reduced for 50% J&S Option G Pop-Up (Janet Tilley), effective 11/01/2018, participation date of 08/24/1990 (2-411, 2-418, 2-423)

REFUND CONTRIBUTIONS:

- Former Police Officer Daniel White, terminated effective 10/21/2018, participation date of 05/17/2017 (2-143)
- Former Police Officer James Oister, terminated effective 10/25/2018, participation date of 01/21/2011 (2-143)
- Former Police Officer Bryan Asbury, terminated effective 11/02/2018, participation date of 05/17/2017 (2-143)

Motion carried unanimously.

**ADMINISTRATIVE BUSINESS**

The Board reviewed the bills paid since the last meeting.

The Board signed the updated QDRO Policy that reflected the proper terminology of the Board of Trustees rather than the previous terminology of the Board of Directors. Fund Administrator Abbott also provided a copy of the sample QDRO form provided to those who inquire about QDRO policies.

The Board discussed the draft of the State of the Pension Summary to provide to participants a notice of pertinent Fund information. Motion by Joe Shaw and seconded by Nathan Vaughn to accept the draft and issue an updated summary with each newsletter, as well as post to the Fund website. Motion carried unanimously.

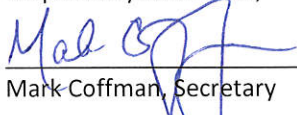
**AGENDA NOTES**

- Barry Bryant of Dahab Associates will appear before the Board on December 20, 2018 re: International Equity RFP.

**ADJOURNMENT**

With no other business, motion by Kelly Simmons and seconded by Joe Shaw to adjourn at 0936 hours. Motion carried unanimously.

Respectfully Submitted,

  
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Mark Coffman, Secretary

Date Approved: 12-06-2018

  
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Charlie Thomason, President

<u>Visitors not Appearing Before the Board</u>	
Ron Boyd	Michael Hart
Don Bickford	

