

**CITY OF SOUTH PASADENA FIREFIGHTERS' RETIREMENT SYSTEM  
PENSION BOARD OF TRUSTEES QUARTERLY MEETING  
AGENDA  
Wednesday, April 15, 2020 – 2:00PM**

*Pursuant to Chapter 286, F.S., if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made. In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the administrator at (239) 333-4872 at least 48 hours prior to the meeting. Persons with questions or comments can submit them to kim.kilgore@foster-foster.com at least one (1) day prior to the meeting.*

*Governor Ron DeSantis signed Executive Order 20-69 which suspends all statutes that require a quorum to be present in person or require a local government body to meet at a specific public place. It also provides that local government bodies may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2, Florida Statutes. Under Executive Order 20-69, the board will be meeting via video conference using Zoom Meeting. **The call-in number is (929) 205-6099 and the meeting ID number is 338-652-880. The public may utilize the phone number to participate by phone. The internet is not required to participate by phone.***

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF A QUORUM**
- II. PUBLIC COMMENTS**
- III. NEW BUSINESS**
  1. Administrative Policy, Use of Audio-Video Conferencing
  2. William Potter, re-elected to board
- IV. APPROVAL OF MINUTES**
  1. January 15, 2020, quarterly meeting
- V. REPORTS (ATTORNEY/CONSULTANTS)**
  1. Salem Trust, Custodian, Mindy Johnson
    - a. Service report as of December 31, 2019
    - b. Class Action processing
  2. &Co Consulting, John Thinnes, Investment Consultant
    - a. Quarterly report as of March 31, 2020
  3. Foster & Foster, Patrick Donlan, Board Actuary
    - a. October 1, 2019, actuarial valuation report
  4. Klausner, Kaufman, Jensen & Levinson, Stu Kaufman, Board Attorney
    - a. Revised Summary Plan Description (SPD)
    - b. Changes to Florida's Notary Public Law to Permit Remote Online Notarization memo
    - c. Annual Financial Disclosures (Form 1) memo
    - d. COVID 19 memo
    - e. Legislation update
- VI. OLD BUSINESS**
  1. Joel Overstreet claim

- a. Claim for pre-disability normal retirement benefit
2. Cyber Liability coverage

**VII. CONSENT AGENDA**

1. Payment ratification *(see attached spreadsheet)*
  - a. Warrants #68, #69, and #70
2. New invoices for payment approval *(see attached spreadsheet)*
  - a. None
3. Fund activity report 1/9/2020 – 4/8/2020 *(see attached spreadsheet)*

**VIII. STAFF REPORTS, DISCUSSION, AND ACTION**

1. Kim Kilgore, Plan Administrator
  - a. Update on Foster & Foster's cybersecurity

**IX. TRUSTEES' REPORTS, DISCUSSION, AND ACTION**

**X. ADJOURNMENT**

**NEXT MEETING DATE:** July 15, 2020 at 2:00PM, Quarterly Meeting

***PARTICIPATION INFORMATION:***

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