



DES PLAINES FIREFIGHTERS' PENSION FUND

405 S. River Road ■ Des Plaines, Illinois 60016

William Rice
President

Jeff Vallee
Secretary

Paul Birger
Trustee

Nicholas Chiaro
Trustee

Jeffery Rozovics
Trustee

MINUTES OF A REGULAR MEETING OF THE DES PLAINES FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES FEBRUARY 1, 2022

A regular meeting of the Des Plaines Firefighters' Pension Fund Board of Trustees was held on Tuesday, February 1, 2022 at 8:30 a.m. in City Hall in Room 101 located at 1402 Miner Street, Des Plaines, Illinois 60016, pursuant to notice.

CALL TO ORDER: Trustee Rice called the meeting to order at 8:31 a.m.

ROLL CALL:

PRESENT: Trustees Bill Rice, Jeff Vallee, Nicholas Chiaro and Jeffery Rozovics

ABSENT: Trustee Paul Birger

ALSO PRESENT: Attorney Laura Goodloe, Puchalski Goodloe LLC; Thomas McShane (*arrived at 8:33 a.m.*), Graystone Consulting; Michelle Rice and Megan Snell, Lauterbach & Amen, LLP (L&A); Treasurer Dorothy Wisniewski, City of Des Plaines

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *November 9, 2021 Regular Meeting:* The Board reviewed the November 9, 2021 regular meeting minutes. A motion was made by Trustee Vallee and seconded by Trustee Rozovics to approve the November 9, 2021 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: The Board discussed the closed session meeting minutes and will not released them at this time.

Mr. McShane arrived at 8:33 a.m.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board was provided the Monthly Financial Report for the twelve-month period ending December 31, 2021 prepared by L&A. As of December 31, 2021, the net position held in trust for pension benefits is \$102,216,353.97 for a change in position of \$9,358,154.04. The Board also was provided the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Vallee and seconded by Trustee Rozovics to accept the Monthly Financial Report as prepared. Motion carried unanimously by voice vote.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period October 1, 2021 through December 31, 2021 for total disbursements of \$496,597.77. A motion was made by Trustee Chiaro and seconded by Trustee Vallee to approve the disbursements shown on the Vendor Check Report in the amount of \$496,597.77. Motion carried by roll call vote.

AYES: Trustees Rice, Vallee, Chiaro and Rozovics
NAYS: None
ABSENT: Trustee Birger

Additional Bills, if any: There were no additional bills presented for approval.

INVESTMENT REPORT – GRAYSTONE CONSULTING: *Quarterly Performance Report:* Mr. McShane presented the Quarterly Performance Report for the period ending December 31, 2021. As of December 31, 2021, the quarter-to-date net return is 3.71% and the ending market value is \$102,032,578. The current asset allocation is as follows: fixed income at 28.32%, equities at 67.82% and cash equivalents at 3.87%. Mr. McShane reviewed the recent transactions and discussed cash flow needs for the upcoming quarter.

The Board discussed the monthly transfer amount from Morgan Stanley to BMO Harris Bank. A motion was made by Trustee Chiaro and seconded by Trustee Vallee to increase the monthly distribution amount from \$850,000 to \$865,000 for the purpose of remitting pension benefits and expenses. Motion carried by roll call vote.

AYES: Trustees Rice, Vallee, Chiaro and Rozovics
NAYS: None
ABSENT: Trustee Birger

Update on Transfer of Funds to IFPIF: Mr. McShane apprised the Board that the assets transferred on January 4, 2022.

Review and Possible Adjustment of Cash Position: The Board discussed the current cash position and will remain status quo with further review to be held at the next regular meeting.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that L&A mailed Affidavits of Continued Eligibility to all pensioners with the December payroll cycle. To date, thirty-three Affidavits remain outstanding. L&A will prepare second request Affidavits to the outstanding pensioners. A status update will be provided at the next regular meeting.

Mr. McShane left the meeting at 9:00 a.m.

Statements of Economic Interest: The Board noted that the List of Filers was submitted to the County by February 1, 2022. Statements of Economic Interest will be sent to all registered filers who will need to respond by the May 1, 2022 deadline.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND: There were no applications for membership or withdrawals from the Fund.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Regular Retirement Benefits – Jason Rychlik:* The Board reviewed the regular retirement benefits for Jason Rychlik. Firefighter/Paramedic Rychlik had an entry date of September 12, 1994; retirement date of February 15, 2022; effective date of pension of February 16, 2022; 50 years of age at date of retirement; 27 years and 5 months creditable service; applicable salary of \$113,678; applicable pension percentage of 68.54%; amount of originally granted monthly pension of \$6,493.07; and amount of originally granted annual pension of \$77,916.84. A motion was made by Trustee Vallee and seconded by Trustee Rozovics to approve the regular retirement benefits for Jason Rychlik calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Rice, Vallee, Chiaro and Rozovics
NAYS: None
ABSENT: Trustee Birger

Approve Surviving Spouse Benefit – Kelly Bauer: The Board noted that they are awaiting receipt of Trevor Bauer's death certificate before a calculation is completed. Further discussion will be held at the next regular meeting.

Deceased Surviving Spouse – Arlene Arthur: The Board noted that surviving spouse Arlene Arthur passed away November 20, 2021 and her pension benefit has ceased.

OLD BUSINESS: *Appointed Member Position – Nicholas Chiaro:* The Board noted that Treasurer Wisniewski has been in communication with the Mayor regarding a new appointee. Further discussion will be held at the next regular meeting.

NEW BUSINESS: *Approve Annual Cost of Living Adjustment for Pensioners:* The Board reviewed the 2022 Cost of Living Adjustments for pensioners. A motion was made by Trustee Vallee and seconded by Trustee Chiaro to approve the 2022 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Rice, Vallee, Chiaro and Rozovics
NAYS: None
ABSENT: Trustee Birger

GCM Recurring Withdrawal Instructions: The Board discussed the FPIF Global Cash Movement Recurring Withdrawal Instructions. Further discussion will be held at the next regular meeting.

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Vallee is expiring in April 2022 and he is interested in remaining on the Board. The Board will conduct an election for one of the two active member positions. The Board also noted that the appointed member term currently held by Trustee Rozovics is expiring in April 2022 and he is interested in remaining on the Board. The Board will contact the City to seek reappointment of Trustee Rozovics to the Board.

Review/Approve – Designation of Authorized Representatives for Global Cash Management Form and Resolution: The Board discussed the Global Cash Movement portal. Further discussion will be held at the next regular meeting.

TRUSTEE TRAINING UPDATE: The Board reviewed the upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

Approval of Trustee Training Registration Fees and Reimbursable Expenses: There were no trustee training registrations or reimbursable expenses presented for approval.

ATTORNEY'S REPORT – PUCHALSKI GOODLOE LLC: Attorney Goodloe provided updates on recent legislation and investment consolidation. All questions were answered by Attorney Goodloe.

Michael King Administrative Review Status: Attorney Goodloe discussed the status of Michael King's Administrative Review. Further discussion will be held at the next regular meeting.

Status of Application for Disability Benefit – George Hidalgo: Attorney Goodloe discussed the status of George Hidalgo's disability application and noted that two additional medical requests remain outstanding. Once the supplemental records have been received, the independent medical examinations will be scheduled. Further discussion will be held at the next regular meeting.

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Chiaro and seconded by Trustee Vallee to adjourn the meeting at 9:21 a.m. Motion carried by roll call vote.

AYES: Trustees Rice, Vallee, Chiaro and Rozovics

NAYS: None

ABSENT: Trustee Birger

The next regular meeting is scheduled for May 3, 2022 at 8:30 a.m.

Board President or Secretary

Minutes approved by the Board on _____

Minutes prepared by Michelle Rice, Pension Services Administrator, Lauterbach & Amen, LLP