

**MINUTES OF THE MEETING OF COMMITTEE #3
OF THE BOARD OF TRUSTEES OF THE TAMPA FIRE & POLICE PENSION FUND**

Livestream: <https://attendee.gotowebinar.com/register/7246924454841265248> Webinar ID: 241-976-219

Audio Only: (877) 309-2074 Access Code: 134-977-352

December 6, 2023 9:00 a.m.

Committee #3 of the Board of Trustees of the City Pension Fund for Firefighters and Police Officers in the City of Tampa met on Wednesday, December 6, 2023 at 9:00 a.m. regarding revisions to policies 402, 501 & 806, with the following members present:

Ocea Wynn, Committee Chair
John Haintz
Alex Thiel

Also present was Mr. Stuart Kaufman, General Counsel.

The meeting began with discussion on policy 501 and alternative documents required in place of members' social security cards. Ms. Weber disclosed that it was internal practice to obtain signed W-9 forms in place of lost social security cards, as this form requires attestation under penalty of perjury. Mr. Kaufman offered that all policies containing the need to collect social security cards should be likewise updated to include W-9s as acceptable substitutes. Ms. Weber made the suggested changes to policies 414 and 424 and advised that she will double-check other policies to ensure all are captured. *The recommendation to the board for proposed changes to language for policies 501, 414 and 424 and any other policies identified by the plan administrator as needing this update was agreed to by consensus.*

Policy 402 was covered next. Discussion was held regarding limiting disability type and streamlining the disability application. Mr. Kaufman offered his assistance with revising the application and Ms. Weber noted that she would like to involve the medical director. She also stated the qualifying letter guidelines should also be reviewed during this process. Ms. Weber mentioned the next committee meeting would likely be in January or February.

Concerning policy 806, Ms. Weber advised that a proposal was brought forward to align trustee term dates with the fiscal year to better track budget, expenses, and trustee conference attendance. She noted that if approved, current trustees would have one month removed from the end of their tenure. Ms. Weber further reviewed section five of the pension contract to ensure compliance. A brief discussion was held on potential extra conference attendance, with no changes to current stipulations required. Ms. Weber updated the holdover policy to align with the recent changes to policy 424. *The recommendation to the board for proposed changes to language for policy 806 and any other policies identified by the plan administrator as needing this update was agreed to by consensus.*

Additional discussion was held regarding reimbursement of pre-employment physical costs from newly hired members who decline employment. Proposed notification from respective HR branches of fire and police was suggested, with Ms. Weber stating that the pension office would explore this avenue and report back to either the committee or the board itself.

Motion to adjourn was made at 9:44 a.m.

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Ocea Wynn
Committee Chair

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Adam Hollen
Recording Secretary

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Notice

No verbatim record by a certified court reporter will be made of this Board meeting, except as noticed for any executive sessions. Notice is hereby given as provided in Section 286.0105, Fla. Stat., that any person who decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons needing a special accommodation to participate in any noticed meeting should contact the F&P Pension office at (813) 274-8550 or (888) 335-8550 or the Florida Relay Service at (800) 955-8770 (voice) or (800) 955-8771 (TTY). You may also dial 711 from any landline or mobile phone. Additional options for contacting the Florida Relay Service may be found on their website: www.ftri.org Please make your request at least five (5) working days before the scheduled meeting date.