



JACKSONVILLE POLICE OFFICERS AND FIRE FIGHTERS'
HEALTH INSURANCE TRUST
MEETING SUMMARY – February 14, 2020 – 09:30AM

PRESENT

Randy Wyse, Chair
Steve Zona , Vice Chair
James Holderfield, Secretary
John Keane
Cris Keith
Bobby Deal (tele)
Austin Gamble (tele)

STAFF

Tiney Rahilly
Christina Golden
Travis Cummings (tele)
Dan Greene (tele)
Mark Bailey Jr. (tele)
Paul Donnelly
Cole Barnett (tele)

EXCUSED

Jamie Johnson, Asst. Secretary

GUESTS

Meeting Convened

09:39 AM

Meeting Adjourned

11:06 AM

Call to Order

Randy Wyse called the meeting to order at 09:39 AM. Present were Five Trustees, two via teleconference, legal counsel, and staff from the Bailey Group. Randy Wyse declared a quorum present.

John Keane made a motion to accept the minutes as written from the previous meeting held January 23, 2020. Steve Zona seconded the motion. Randy Wyse called the vote and the motion passed unanimously.

Unfinished Business

Randy Wyse addressed issues with Northern Trust and automated payments to the various JPOFFHIT vendors. A Treasury Management Account was required to have the automated withdrawals processed. The initial cost assessment was quoted by Northern Trust to be \$3434.88 annually. John Keane made a motion to setup the account. Bobby Deal seconded the motion. Randy Wyse called the vote and the motion passed unanimously.

Tiney Rahilly provided an overview of the different vendors and the frequency of payment requests for each. John Keane requested bills be sent directly to JPOFFHIT in the interim to ensure payments are remitted as quickly as possible.

Randy Wyse addressed the Administrative Coordinator position. The initial applications were reviewed, and the field narrowed to two candidates. Background checks were ordered and upon completion a vote will be brought to the Board for final consideration.

John Keane provided an update on the annual audit with an estimated completion date of mid-March.

The Board discussed the pensioner payroll issues where some retirees have been double billed. A process for validating payroll deductions will be implemented with the hiring of the Administrative Coordinator.

Paul Donnelly requested input from the Board in formalizing the Public Comment allotment during meetings and a mailing address for Public Records Request.

A one minute time limit was suggested after Board discussion. All Public Records Request are to be sent to the attention of the Administrative Coordinator. An administrator@jpooffhit.org e-mail address was established with current communications forwarded to a managed account for timely processing.

New Business

John Keane made a motion to pay the following bills:

Northern Trust – 3rd Quarter Fee - \$705.00

Northern Trust – 4th Quarter Fee - \$685.00

Donnelly & Gross – January Legal Billing #14757 - \$4234.40

The motion was seconded by Steve Zona. Randy Wyse called the vote and the motion passed unanimously.

John Keane advised the Insurance Certificate requirements listing the City of Jacksonville on the JPOFFHIT Directors & Officers Liability and Fiduciary Liability were received from Cecil Powell Company and filed with Risk Management Division.

Other Reports

Randy Wyse called for the next scheduled board meeting to be held February 27th, 2020 at 09:30 AM.

Adjournment

Randy Wyse adjourned the meeting at 11:06 AM.

James Holderfield, Secretary

Randy Wyse, Chair