

**Minutes of the  
Regular Meeting of the  
Board of Trustees of the  
Fire and Police Pension Fund Board of Trustees  
11603 W. Coker Loop, Suite 201  
San Antonio, Texas  
November 29, 2022**

**PRESENT:** Chairman Jim Smith, Police Representative; Vice Chairman Dean Pearson, Fire Representative; Jimmy Foster, Police Representative; Harry Griffin, Police Retiree Representative; Larry Reed, Fire Retiree Representative.

**ABSENT:** Shawn Griffin, Active Fire Representative; Councilwoman Dr. Adriana Rocha-Garcia; Mayoral Designee Justin Rodriguez.

**OTHERS**

**PRESENT:** Warren Schott, Mark Gremmer, Cary Hally, Gail Jensen, Rick Matye, Nancy Ybarra, Pension Fund Staff; Frank Burney, Martin & Drought.

**ROLL CALL:** At 9:30 a.m., Chairman Smith called the meeting to order. Roll was called, and a quorum was declared present.

All in attendance were asked to rise for the Pledge of Allegiance, led by Mr. Griffin.

**MINUTES:** Mr. Griffin moved to approve the minutes of the Regular Board Meeting of October 27, 2022. The motion was seconded by Mr. Reed, and it carried unanimously.

**SOCIAL MEDIA**

**TRAINING:** Mr. Joe Gimenez conducted a training session on best practices with regard to the use of social media.

**EDUCATIONAL**

**OPPORTUNITIES** Vice Chairman Pearson moved to authorize Board members and appropriate staff to attend the following conferences:

1. OPAL Public Funds Summit  
January 12-13, 2023
2. IREI Real Estate Conference  
January 17-19, 2023
3. Koried Plan Sponsor Educational Institute  
January 17-20, 2023
4. Context365 Annual Conference  
January 22-25, 2023
5. NCPERS Legislative Conference

January 22-24, 2023

6. NEPC Public Fund Workshop  
January 31-Feb 1, 2023

The motion was seconded by Mr. Reed, and it carried unanimously.

**APPLICATIONS  
AND REFUND OF**

**CONTRIBUTIONS:** Mr. Griffin made a motion to approve the following Service Pension Applications, Beneficiary Applications and Refund of Contributions:

Service Pensions

1. A 31 year, 7 month service pension for Fire Engineer Ruben Anthony Vidal, effective November 1, 2022.
2. A 27 year, 2 month service pension for Police Sergeant Stephen K. Bradley, effective December 1, 2022.
3. A 26 year, 6 month service pension for Police Officer Marcus A. Trujillo, effective January 4, 2023.

Beneficiary Pensions

1. A beneficiary pension for Mrs. Elaine Mandujano, widow of active Police Officer Michael A. Mandujano, effective September 11, 2022.
2. A beneficiary pension for Mrs. Carmen M. Flores, widow of retired Fire Engineer Vicente L. Flores, effective October 14, 2022.

Refund of Contributions

1. A 10 year, 1 month refund of contributions for Fire Engineer John W. Williams, effective December 16, 2021.
2. A 1 year, 1 month refund of contributions for Police Officer Angelique Randall, effective November 2, 2022.
3. A 4 year, 7 month refund of contributions for Police Officer Bryan A. Aguilar, effective November 4, 2022.
4. A 5 year, 8 month refund of contributions for Police Officer Robert D. Wright, effective November 11, 2022.

The motion was seconded by Mr. Reed, and it carried unanimously.

**EXECUTIVE  
DIRECTOR  
REPORT:**

**POLICE CADET CLASS 2022-B – BRIEFING**

Mr. Schott informed the Board that a Police Cadet Briefing is scheduled for December 6, 2022, and he encouraged Police Trustees to attend if they were available. He also noted that the police cadet class graduation is scheduled for December 9, 2022.

**RESCHEDULE DECEMBER BOARD MEETING**

Mr. Schott noted that there was a scheduling conflict with the December Board Meeting, currently set for December 20, 2022, so that the Board may want to reschedule the meeting. Mr. Reed made a motion, seconded by Mr. Griffin, to move the December Board Meeting to Friday, December 16, 2022, at 9:30 a.m. The motion carried unanimously.

**2023 HOLIDAY SCHEDULE**

Mr. Schott referred the Board to the proposed 2023 Holiday Schedule for the Pension Fund office. Mr. Foster made a motion, seconded by Vice Chairman Pearson, to approve the proposed 2023 Holiday Schedule, as presented, and it carried unanimously.

**2023 MEETING SCHEDULE**

Mr. Schott referred the Board to the proposed the 2023 Meeting Schedule. There was discussion regarding what day of the week would be best for Board Meetings. After discussion, Mr. Griffin made a motion, seconded by Vice Chairman Pearson, to approve the proposed 2023 Meeting Schedule, as presented, and it carried unanimously. The Board noted that it would revisit the issue of the best days for Board Meetings at a later time.

**PAYROLL DEDUCTION FORM**

Mr. Schott presented the Board a list of the payroll deductions that are currently available for retirees. The Board directed Staff to include the San Antonio Fire Museum as an available deduction in the Pension Fund's Payroll Information Form. The Board also directed Staff to further review the logistics and potential issues associated with including additional organizations on the Form.

**PENSION FUND SECRETARY ELECTION**

Mr. Schott advised the Board that it needed to select a new Secretary to replace Councilman Perry. Chairman Smith made a motion, seconded by Vice Chairman Pearson, to select Councilwoman Dr. Adriana Rocha-Garcia. The motion carried unanimously.

**ACTIVE POLICE TRUSTEE ELECTION**

Mr. Schott referred the Board to the proposed Election Schedule for the Active Police Trustee position that will be vacated by Mr. Foster when he retires at the end of this year. Mr. Schott noted that the individual elected will serve the remainder of Mr. Foster's term, which is set to expire May 31, 2025. Mr. Foster made a motion, seconded by Vice Chairman Pearson, to approve the proposed Active Police Trustee Election timeline. The motion carried unanimously. Mr. Schott further noted that the current terms for Active Police Representative Smith, Retired Police Representative Griffin, and Active Fire Representative Pearson are set to expire May 31, 2023, and the elections to fill those positions will be held in March of 2023.

**PRE-RETIREMENT SEMINAR**

Mr. Schott reported that the Bi-Annual Pre-Retirement Seminar was held November 18, 2022, at the Alzar Shrine Auditorium. There were 103 attendees, including 60 police and 20 fire. Because of the popularity of the seminars, Mr. Schott stated that the Pension Fund will continue holding the seminars at the Auditorium to be sure the large number of attendees can be comfortably accommodated.

**BRIEFING ON HISTORICAL DATA - RETIREMENTS AND REFUND OF CONTRIBUTIONS**

Mr. Schott provided the Board a report showing the number of fire and police members who had separated from service, whether through retirement or otherwise.

**MONTHLY FINANCIAL PLANNING SEMINAR – ATTENDANCE NUMBERS**

Mr. Schott provided the Board a report showing the number of attendees at the Pension Fund's monthly Financial Planning Seminars.

**FINANCIAL REPORTS FOR PERIOD ENDING SEPTEMBER 30, 2022, AND OCTOBER 31, 2022**

The Statement of Net Plan Assets for the period ending October 31, 2022, were \$3,516,448,251.42.

**COMMITTEE  
REPORTS:**

**PERSONNEL/AUDIT COMMITTEE**

Mr. Griffin reported the Personnel/Audit Committee met earlier in November to conduct its first review of the proposed 2023 Annual Budget. The Committee reviewed the budget in detail and requested staff make several changes. The Committee has scheduled another meeting on December 14th after the Investment Committee Meeting to conduct a final review of the Budget and bring a recommendation to the Board.

The Committee also discussed the possibility of issuing an RFP for auditing services. Mr. Griffin noted that issuing RFPs for service providers on a regular basis is considered a best practice. He also noted that Staff had advised the Committee of ongoing contract issues with the Pension Fund's current auditor, so that Staff had recommended that the Pension Fund consider other auditors. The Committee concurred and directed Staff to draft an RFP for audit services and bring it to the next Committee Meeting for consideration.

**DISABILITY COMMITTEE:**

Mr. Foster reported the Disability Committee did not meet in November and there are no disability pension applications pending.

Mr. Griffin left the meeting at 11:22 a.m.

Because there was no longer a quorum of the Board, no further business was conducted, and the meeting was adjourned.

**APPROVED BY THE BOARD OF TRUSTEES AT THE REGULAR  
MEETING HELD ON DECEMBER 16, 2022.**

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**Jim Smith, Chairman**

**ATTEST:**

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**Dean Pearson, Vice Chairman**