

**RINCON VALLEY FIRE DISTRICT  
MINUTES OF THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM  
LOCAL PENSION BOARD MEETING**

Tuesday, October 30, 2018  
9:00 am RVFD Station 2  
14550 E. Sands Ranch Rd.  
Vail, AZ 85641

Note: The Board may vote to go into executive session at any time during the meeting on any item set forth below pursuant to Arizona Revised Statutes 38-431.03 (A) (3), for the purpose of consultation for legal advice with the board's attorney regarding any agenda item.

Note: From time to time, it may be necessary for Board Members to participate in Board meetings via speaker telephone.

**MINUTES**

- 1. Call to Order** - The meeting was held in the Prevention Room of the RVFD Administration Building, 14550 E. Sands Ranch Rd. Vail, AZ 85641.

Michelle Harrington, Chairperson, called the meeting to order at 9:02 a.m.

- **Roll Call of Fire Board Members – TAKE ATTENDANCE AND DETERMINE IF A QUORUM EXISTS:**

Present:	Michelle Harrington, Chairperson	present
	Jacqueline Bisnar, Board Member	present
	Aaron Brown, Board Member	present
	Jeremy Curtis, Board Member	present
	Jack Sharma, Board Member	absent

Attendance was taken and a quorum existed with four (4) voting members physically present.

Additional Attendees: Jayme Kahle, RVFD Fire Chief, Laura Bucklin, RVFD Local Pension Board Secretary.

- **Date of next meeting** – Tentatively for December 3, 2018.

**2. Approval of prior meeting minutes**

- Pension Meeting of September 24, 2018 – Motion by Member Curtis, second by Member Brown to approve the minutes of the September 24, 2018 Pension Board Meeting. Motion passed 4 to 0.
- Pension Board Executive Session of September 24, 2018 – Disability Application for Gerard Love – Motion by Member Brown, second by Member Bisnar to approve the minutes of the September 24, 2018 Pension Board Executive Session. Motion passed 4 to 0.

**3. Financial Report – Audited Financial Report FY 1718.**

- A copy of the Annual Financial Audit for FY 1718 must be sent to PSPRS and the Department of Forestry and Fire Management to qualify for the Arizona Fire Insurance Premium Tax Credit (FIPTC).
- General discussion regarding the current employer and employee contribution rates for each tier. RVFD will not know what the employer's contribution rates will be for next fiscal year until early 2019.
- Chairperson Harrington mentioned that this was another clean audit, with no findings or recommendations from the auditor.

-Motion by Member Bisnar, second by Member Curtis to authorize the submittal of the Annual Financial Audit for FY 1718 to PSPRS and the AZ Department of Forestry Management for the eligibility for the FIPTC. Motion passed 4 to 0.

**4. Review and discussion regarding House Bill 2097 Pension Funding Policies. Discussion only.**

- This bill would require each governing body of a PSPRS employer to annually adopt a pension funding policy that includes a list of specific funding objectives, including how to maintain adequate assets to fund benefits payable under the PSPRS and defining the governing body's funded ratio target under the PSPRS. The governing body would also be required to post the pension funding policy on its public website. NOTE: Signed into law. Beginning on or before July 1, 2019 each governing body of an employer shall comply with this bill.
  - Member Curtis will look into what Drexel Heights Fire District is going to use as a draft policy statement.
  - Laura will reach out to the Administrative Group of other fire districts to request additional information.
  - Chief Kahle will ask RVFD Attorney, Donna Aversa to coordinate between the Local Pension Board and the Fire Board to determine which board should provide the policy and statement.

**5. Review, discussion and possible action regarding a Rehearing for the Application for Ordinary Disability Retirement Benefits for Firefighter Gerard Love.**

-Executive Session #1 held for discussion only - Motion by Member Brown, second by Member Bisnar to adjourn the Regular Pension Board Meeting at 9:23 a.m. and go into Executive Session to review the Request for a Re-Hearing from PSPRS for review of Mr. Love's medical records and the results of the I.M.E Report from Dr. Thrasher.

**Those attending must keep all matters discussed in an Executive Session confidential. No action may be taken.**

- **Reconvene Regular Pension Board Meeting at 9:35 a.m.** – Motion by Member Bisnar, second by Member Curtis to adjourn the Executive Session at 9:35 am and reconvene the Regular Pension Board Meeting. Motion passed 4 to 0. Regular Pension Board Meeting reconvened at 9:35 a.m.

**Item #5 - Review, discussion, and possible action regarding the Application for Ordinary Disability Retirement Benefits for Firefighter Gerard Love.**

-Motion by Member Bisnar, second by Member Curtis to advise the Public Safety Personnel Retirement System that neither the Rincon Valley Fire District, nor the Rincon Valley Fire District Local Pension Board have any evidence of a pre-existing condition for Firefighter Gerard Love. Therefore, the prior approval by the Local Pension Board of his Application for Ordinary Disability benefits is confirmed.

**6. Review discussion and possible action regarding an Application for Catastrophic Disability Retirement Benefits for Benjamin Wooley.**

**7. Review discussion and possible action regarding an Application for Disability Retirement Benefits for Jacqueline Bisnar.**

**-Executive Session #2 held for discussion only** - Motion by Member Bisnar, second by Member Brown to adjourn the Regular Pension Board Meeting at 9:37 a.m. and go into Executive Session to review:

(Item #6) - The Notice to Local Board of intent to apply for a Catastrophic Disability Application for Firefighter Benjamin Wooley.

(Item #7) - The Notice to Local Board of intent to apply for an Accidental Disability Application for Battalion Chief Jacqueline Bisnar. NOTE: Battalion Chief Bisnar excused herself and was not present during the Executive Session for Item #7.

**Those attending must keep all matters discussed in an Executive Session confidential. No action may be taken.**

- **Reconvene Regular Pension Board Meeting at 9:55 a.m.** – Motion by Member Bisnar, second by Member Brown to adjourn the Executive Session at 9:55 am and reconvene the Regular Pension Board Meeting. Motion passed 4 to 0. Regular Pension Board Meeting reconvened at 9:55 a.m.

**Item #6 - Review discussion and possible action regarding an Application for Catastrophic Disability Retirement Benefits for Benjamin Wooley.**

-Motion by Member Brown, second by Member Curtis to deny the Notice to Local Board of intent to apply for a Catastrophic Disability Application for Firefighter Benjamin Wooley, due to ineligibility based on the definition of Catastrophic Disability and send written correspondence to Firefighter Wooley of such denial. Motion passed unanimously 4 to 0.

**Item #7 - Review discussion and possible action regarding an Application for Disability Retirement Benefits for Jacqueline Bisnar.**

-Motion by Member Curtis, second by Member Brown to accept the Notice to Local Board of intent to apply for an Accidental Disability Application from Battalion Chief Bisnar and orders Independent Medical Examination (IME) to be conducted. Motion passed 3 votes to accept, to 1 abstained.

**8. Public Appearances**

- **Call to Public** – Chief Kahle wanted to thank the Pension Board for their service.

**9. ADJOURNMENT**

- Member Curtis made the following motion, seconded by Member Bisnar, and approved unanimously 4 to 0:

Motion to adjourn the meeting.

The meeting adjourned at 10:08 a.m.

Dated this 31<sup>st</sup> day of October 2018.

Rincon Valley Fire District Local Pension Board

  
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Chairperson ~~Harrington~~ Tate

  
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Member ~~Bisnar~~ Reed

  
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Member Brown

  
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Member Sharma

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Member Curtis