



Date: April 2, 2003

A meeting of the Dallas Police and Fire Pension System Administrative Advisory Committee will be held at **8:30 a.m. on Thursday, April 10, 2003 in the First Floor Conference Room at 2301 North Akard Street, Dallas, Texas.** Items of the following agenda will be presented to the Committee:

A. CONSENT AGENDA

Approval of Minutes

Regular meeting of February 13, 2003

B. DISCUSSION OF ITEMS FOR INDIVIDUAL CONSIDERATION

Discussion of possible revisions to Board policies and procedures

- a. Rollover Policy**
- b. Business Continuity Policy**

The term "Possible Action" in the wording of any Agenda item contained herein serves as notice that the Committee may, in its discretion, dispose of any item by any action in the following non-exclusive list: approval, disapproval, deferral, table, take no action, and receive and file.

At any point during the consideration of the above items, the Committee may go into Closed Executive Session as per Texas Government Code, Section 551.071 for consultation with attorneys, Section 551.072 for real estate matters, Section 551.074 for personnel matters, and Section 551.078 for review of medical records.

At the discretion of the Committee, items on this agenda may be considered at times other than those indicated above.

Dallas Police and Fire Pension System
Thursday, April 10, 2003
8:30 a.m.
2301 N. Akard
First Floor Conference Room
Dallas, Texas

Administrative Advisory Committee meeting, George Tomasovic, Chairman, presiding:

ROLL CALL

Committee Members

Present: George Tomasovic, Gerald Brown, Steven G. Shaw, Rector C. McCollum, Gary W. Edge, Steven H. Umlor, John M. Mays, and Richard H. Wachsman

Absent: None

Staff Richard Tettamant, Don Rohan, Brian Blake, Everard Davenport, and Jay Jackson

Others None

* * * * *

The meeting was called to order at 8:30 a.m.

* * * * *

A. CONSENT AGENDA

Approval of Minutes

Regular meeting of February 13, 2003

After discussion, Mr. Wachsman made a motion to approve the item on the Consent Agenda, subject to the final approval of the Administrator. Mr. Brown seconded the motion, which was unanimously approved by the Committee.

* * * * *

Administrative Advisory Committee
Thursday, April 10, 2003

B. DISCUSSION OF ITEMS FOR INDIVIDUAL CONSIDERATION

Discussion of possible revisions to Board policies and procedures

- a. Rollover Policy
- b. Business Continuity Policy

Mr. Tettamant, Administrator, discussed with the Committee the Policy for Purchase of Pension Service Rollovers with Funds from Another Eligible Retirement Plan. This is a new policy intended to implement the provisions of Section 8.01(j) of the Combined Pension Plan allowing Members to use rollovers from another eligible retirement plan to purchase Pension Service they are entitled to purchase under terms of the Plan. The policy will be implemented through a detailed internal procedure to assure compliance with rollover/transfer provisions of Federal law. The Committee was given a copy of the *Form for Rollover or Transfer to Purchase Service* used to effect the rollover/transfer.

Mr. Tettamant discussed with the Committee the Business Continuity Policy, which is a proposed policy for adoption by the Board to provide a comprehensive strategy to maintain mission-critical services during a business-disruptive event. The policy requires a detailed procedure to implement the strategy.

After discussion, Mr. Edge made a motion to recommend Board approval of the Rollover Policy, subject to the final approval of the Administrator and the attorney. Mr. McCollum seconded the motion, which was unanimously approved by the Committee.

After discussion, Mr. Edge made a motion to recommend Board approval of the Business Continuity Policy, subject to the final approval of the Administrator and the attorney. Mr. Mays seconded the motion, which was unanimously approved by the Committee.

* * * * *

Mr. Tettamant stated that there was no further business to come before the Committee. On a motion by Mr. Shaw and a second by Mr. Edge, the meeting was adjourned at 8:39 a.m.

George Tomasovic
Chairman

ATTEST:

Richard L. Tettamant
Secretary