

Dallas Police Fire Pension System
Thursday, December 8, 2011
8:30 a.m.
4100 Harry Hines Blvd., Suite 100
Second Floor Board Room
Dallas, TX

Administrative and Audit Advisory Committee meeting, Steven H. Umlor, Chairman, presiding:

ROLL CALL

Committee Members

Present: Jerry Allen, Samuel L. Friar, Delia D. Jasso, Sheffield Kadane, John M. Mays, David A. Neumann, Richard A. Salinas, George J. Tomasovic, Steven H. Umlor, Richard H. Wachsman, Thomas White, Dan Wojcik

Staff

Don Rohan, Brian Blake, Mike Taylor, Talal Ellass, Josh Mond, John Holt, Corina Terrazas, Pat McGennis, Larry Landfried, Christina Wu, Greg Irlbeck, Linda Rickley

Others

Gary Lawson

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

The meeting was reconvened at 11:13 a.m.

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A. CONSENT AGENDA

Approval of Minutes

- a. Regular meeting of October 25, 2011
- b. Regular meeting of November 10, 2011

After discussion, Mr. Tomasovic made a motion to approve the minutes of the regular meetings of October 25, 2011 and November 10, 2011. Mr. Mays seconded the motion, which was unanimously approved by the Committee.

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B. DISCUSSION OF ITEMS FOR INDIVIDUAL CONSIDERATION

1. Discussion of the 2012 Personalized Benefit Statement for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund

Staff presented for review and comment a proposed draft of the 2012 personalized benefit statements for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund. The statement for each Member includes a cover letter from the Chairman and the Administrator, a summary of contributions made and an estimate of future benefits. Staff may make minor content and design changes before printing and distribution.

Mailing of benefit statements to each Member's home address of record is scheduled for late February 2012.

After discussion, Mr. Wachsman made a motion to recommend Board approval of the 2012 Personalized Benefit Statement for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund, subject to final review by the Administrator and legal counsel. Mr. Neumann seconded the motion, which was unanimously approved by the Committee.

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2. Discussion of the 2012 Personalized Deferred Retirement Option Plan (DROP) Statement for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund

Staff presented for review and comment a proposed draft of the 2012 Personalized DROP Statement for Members of the Dallas Police & Fire Pension System and Supplemental Plan who have joined DROP. The statement includes a history of activity for the prior year and, new this year, the statement reports total contributions made by the Member to the System. DROP participants are referred to Web Member Services on the System's website for projections of future accrual. Staff may make minor content and design changes before printing and distribution.

Mailing of the 2012 DROP statements to each participant's home address of record is scheduled for the last week of February 2012.

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2. Discussion of the 2012 Personalized Deferred Retirement Option Plan (DROP) Statement for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund (continued)

After discussion, Mr. Neumann made a motion to recommend Board approval of the 2012 Personalized DROP Statement for Members of the Dallas Police and Fire Pension System and the Dallas Police & Fire Supplemental Fund, subject to final review by the Administrator and legal counsel. Mr. Tomasovic seconded the motion, which was unanimously approved by the Committee.

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3. Discussion of the Administrator's 2011 and 2012 Administrative Plans

Mr. Rohan stated that each year, staff presents an annual administrative plan for the following year. This Administrative Plan is used as a guide for Board and Staff in project planning and implementation during the coming year.

Mr. Rohan reviewed the status of the plan for 2011 and reviewed the proposed 2012 Plan. Highlights of accomplishments in the 2011 Plan are as follows:

- Conducted special Trustee election and run-off
- Conducted regular Trustee election and run-off
- Conducted plan amendment election and implemented changes
- Successfully tested Business Continuity Plan
- Installed backup generator at 4100 Harry Hines
- Implemented enhanced audio-visual capabilities in Board Room for guests attending the meeting
- Amended strategic investment policy

Major initiatives planned for 2012 include:

- Meet with North Texas legislators regarding pension issues
- Hold semi-annual information meetings with Members
- Conduct actuarial peer audit
- Test Business Continuity Plan
- Implement new property reporting system
- Conduct asset allocation study

After discussion, Mr. Salinas made a motion to recommend that the Board receive and file the 2011 Administrative Plan and approve the 2012 Administrative Plan. Mr. Tomasovic seconded the motion, which was unanimously approved by the Committee.

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4. Performance review of the Administrator

No action was taken regarding the performance review of the Administrator.

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The Assistant Administrator - Operations stated that there was no further business to come before the Committee. On a motion made by Mr. Tomasovic and a second by Mr. Wachsman, the meeting was adjourned at 11:21 a.m.

[signature]

Steven H. Umlor
Chairman

ATTEST:

[signature]

Richard L. Tettamant
Secretary