



## BOARD OF TRUSTEES SPECIAL MEETING SUMMARY

Wednesday, April 10, 2024

10:01 A.M. – 11:00 A.M.

City of Jacksonville Police and Fire Pension Fund  
1 West Adams Street Suite 100, Jacksonville, FL 32202  
Richard “Dick” Cohee Board Room

### Board of Trustees

Chief Chris Brown, Chair

\*Nawal McDaniel, Secretary

\*Mia Jones

Cpt. Michael Lynch

Terry Wood

### Staff

Timothy H. Johnson, Executive Director – Plan Administrator

Steve Lundy, Deputy Director

Kevin Grant, Finance Manager

### Guests

John Keane, Former PFPF Executive Director – Plan Administrator

Randy Wyse, Retired JFRD

Chuck Baldwin, IAFF Local 122

Kelly Dobson, President, IAFF Local 122

Jamie Johnson, IAFF Local 122

\*Asterisk denotes virtual meeting attendance via the ZOOM application.

### Meeting Notice

Meeting Agendas and Summaries are available on our website at [jaxpfpf.coj.net](http://jaxpfpf.coj.net). For additional meeting documents, please contact Steve Lundy, Custodian of Public Records for the City of Jacksonville Police and Fire Pension Fund at 904-255-7373 or [SLundy@coj.net](mailto:SLundy@coj.net) to file a public records request.

Pursuant to the American with Disabilities Act, accommodations for persons with disabilities are available upon request. Please allow 1-2 business days notification to process; last minute requests will be accepted, but may not be possible to fulfill. Please contact Disabled Services Division at: V(904) 630-4940, TTY-(904) 630-4933. If any person decides to appeal any decision made with respect to any matter considered at this public meeting such person will need a record of proceedings, and for such purpose such person may need to ensure that a verbatim record of the proceedings is made at their own expense and that such record includes the testimony and evidence on which the appeal is based. The public meeting may be continued to a date, time, and place to be specified on the record at the meeting. Additional items may be added / changed prior to meeting.

City of Jacksonville Police and Fire Pension Fund  
Summary to the Board of Trustees Special Meeting of  
April 10, 2024  
10:01 A.M. – 11:00 A.M.

## Summary

Chair Chris Brown convened the meeting at 10:01 A.M. He noted that Trustees Nawal McDaniel and Mia Jones are attending virtually through ZOOM. He asked if there were any objections to the Trustees attending virtually from voting, as per Board policy. There were no objections.

### I. Public Speaking

John Keane introduced himself as a member of the Police and Fire Pension Fund for over 50 years. He provided a handout of a proposed substitute Board Rule 10.3 for the Board to consider.

### II. Board Rules – action requested

Chair Chris Brown requested Timothy Johnson to provide an overview to the Board of Trustees regarding the purpose of today's special meeting.

Timothy Johnson explained that the Board of Trustees has convened to review and approve the proposed changes to the Board Rules. This initiative began with the formation of a Rules Committee last autumn, consisting of Trustees Nawal McDaniel and Michael Lynch. Today, the Board will deliberate on the recommendations put forth by this committee. The proposed alterations to the Board Rules were circulated among the Trustees in December and were slated for discussion at the January meeting. However, the decision was deferred until March. Subsequently, no action was taken during the March meeting of the Board of Trustees. Last week, Michael Lynch requested the scheduling of a Special Board of Trustees Meeting to formally ratify the proposed changes to the Board Rules. After consulting with the Board Chair, today's meeting was arranged to address this matter.

During the discussion of the Board Rules, the Board focused on Board Authority, particularly regarding the Board's ability to hire its own attorney, as outlined in Florida Statutes 175.071(a) and 185.06(6)(a), as well as City of Jacksonville Charter Sections 22.04(d) and 22.11. Specifically, attention was given to proposed Board Rule 10.3, titled "City of Jacksonville General Counsel".

Terry Wood moved to strike the existing language of proposed Board Rule 10.3 and replace it with the language provided in the handout:

*"10.3 General Counsel*

*To assist the board in meeting its responsibilities under this chapter, the board, if it so elects, may:*

*(a) Employ independent legal counsel at the pension fund's expense.*

*(b) If the board chooses to use the municipality's or special district's legal counsel or actuary, or chooses to use any of the municipality's or special district's other professional, technical, or other advisers, it must do so only under terms and conditions acceptable to the board."*

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*(c) Authorized by Florida Statute 175.071(7)(a) and 185.06(6)(a), Section 22.04(d) and 22.11 Charter of Jacksonville.”*

Michael Lynch seconded the motion, and the vote passed unanimously, 5-0.

Chair Chris Brown directed Timothy Johnson to include the citation of all appropriate legal sources justifying this rule change in Rule 10.3.

Michael Lynch mentioned that the Board is postponing action on Board Rules 12.8 and 12.9 until receiving an opinion from Bob Sugarman.

Michael Lynch moved to adopt the amended Board Rules in their entirety, less rules 12.8 and 12.9, seconded by Terry Wood. The vote passed unanimously, 5-0.

Terry Wood made a motion to approve a drafted Board Resolution for publishing a Request for Qualifications and Interest for Independent Legal Counsel (RFQ), which was seconded by Michael Lynch:

**“A RESOLUTION**

**Section 1.** *The Executive Director is directed to place the attached notice (Exhibit 1) on the Board Website today, and remain posted for 10 business days, requesting letters of Qualification and Interest for Independent Legal Counsel to Pension Board, exercising the Board's authority under Florida Statute 175.061, 175.071, 175.351, 185.05, 185.06, 185.35 and 185.39; Jacksonville Charter Section 7.01, 22.04, 22.05, 22.08 and 22.11; Chapter 25.101, 108.101, 121.101, 126.102(t) of the Ordinance Code, to employ and fix the compensation of an attorney the board requires to provide independent legal advice, counsel and services needed and to advise and assist the Board and its Advisory Committee members in the achievement of a clear and faithful fulfillment of their fiduciary obligations and to perform other related duties the Board may direct including creating, revising and amending policies and procedures, rules and regulations, applications and forms.*

**Section 2.** *The Executive Director is directed to contact the Florida Bar for placement of the attached notice (Exhibit 1) on the Florida Bar website and remain posted for 10 business days.*

**Section 3.** *Request for Qualifications and Interest for Independent Legal Counsel to Jacksonville Police and Fire Board of Pension Trustees is attached hereto as (Exhibit 1.)*

**EXHIBIT 1**

**Request for Qualifications and Interest for Independent Legal**

**Counsel to Jacksonville Police and Fire Board of Pension**

**Trustees**

*Mandatory Requirements:*

*Minimum 20 Membership in the Florida Bar with no disciplinary action.*

*Martindale - Hubbell rating of AV Preeminent.*

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*Admitted to practice in County, Circuit, District Court of Appeal, Florida Supreme Court, United States District Court for the Middle District of Florida, United States Court of Appeals and United States Supreme Court.*

*Extensive Florida public pension law experience representing public pension funds with assets of 500 million dollars or more. Representation of Fire and Police Funds preferred.*

*Mastery of all Florida Statutes governing public pension funds, Internal Revenue Service rules and regulations governing public pension funds and Social Security Act provision relating to public pension funds, relevant sections of Florida Administrative Code and Federal Securities regulations.*

*Record of testifying before Municipal, County, State and Federal Legislative and Administrative bodies. Demonstrated litigation experience in State and Federal trial and appellate Courts. Experience in litigating State and Federal Securities Law matters.*

*Extensive experience drafting legislation on local, state and national levels, drafting, reviewing, revising Pension Board Rules and Regulations, Policies and Procedures and Administrative Orders. Substantial experience in drafting complex investment documents and investment policy statements*

*Outstanding communication skills, verbal and written, including use of electronic communication to facilitate meetings.*

*Will be a Fiduciary to the Trust. Minimum five million dollars of professional liability insurance. Apply by 5 PM, April 26, 2024, with maximum 2 page resume detailing qualifications and experience and billing rate to THJohnson@coj.net. No telephone calls to Board Members or Staff.”*

However, during the discussion, Chair Chris Brown, Nawal McDaniel, and Mia Jones expressed a preference to defer voting on the RFQ until the next Board meeting to allow sufficient time for reviewing the resolution, and to clarify its scope. No public comment was requested on the motion, and Terry Wood subsequently tabled his motion.

III. **Adjournment**  
11:00 A.M.

Nawal McDaniel, Board Secretary

**Summary Prepared By:**  
Steve Lundy, Deputy Director  
City of Jacksonville Police and Fire Pension Fund

**Posted:** 04/11/2024

**To be Approved:** 04/26/2024