

**CITY OF DAYTONA BEACH POLICE AND FIRE PENSION FUND
PENSION BOARD OF TRUSTEES QUARTERLY MEETING
City Hall Conference Room 149
301 S. Ridgewood Ave, Daytona Beach, FL 32115**

Friday, January 31, 2025, 10:30AM

TRUSTEES PRESENT: Michael Rowley
Gregg Gurdak
Jay Maher
Brenda Fischer

TRUSTEES ABSENT: Erin Masters

OTHERS PRESENT: Ferrell Jenne, Foster & Foster
Pedro Herrera, Sugarman, Susskind, Braswell, &
Herrera (via Zoom)

1) Call to Order/Roll Call/Determination of a Quorum
a) The meeting was called to order at 10:47AM by Ferrell Jenne.

2) Public Comments – None.

3) Approval of Minutes
a) September 17, 2024, quarterly meeting minutes

The Board voted to approve minutes from the September 17, 2024 quarterly meeting as presented, upon motion by Gregg Gurdak and second by Brenda Fischer; motion carried 4-0.

4) New Business
a) Election of officers (Chairman/Secretary)
i) Ferrell Jenne stated, per the Operating Rules & Procedures, the election officers needed to be completed every four years. The last officer election was done in 2021.

The Board voted to reappoint Jay Maher as Chairman and Michael Rowley as Secretary, upon motion by Brenda Fischer and second by Gregg Gurdak; motion carried 4-0.

5) Reports (Attorney/Consultants)
a) Sugarman, Susskind, Braswell & Herrera, Pedro Herrera, Board Attorney
i) Pedro Herrera stated they were processing two in-line-of-duty (ILOD) disability applications.
ii) Pedro Herrera stated there were some changes on the way disability 1099s were reported. Pedro stated the Board custodian should incorporate the changes, as applicable.
iii) Pedro Herrera stated there was a social security windfall change effective on January 5, 2025. Pedro stated there were no changes to

the pension plan, but something to be aware of. Brenda Fisher stated the payments would retro back to January 1, 2024.

- iv) The Board discussed the pending disability applicants. Gregg Gurdak discussed a speaker at the FPPTA conference that spoke about PTSD and the various types of tests that could be done to help make the determination. Gregg proposed the Board reach out to the speaker to give guidance on what tests needed to be done in conjunction with this type of injury. Pedro Herrera stated they always used a physician that specialized in the area of the disability. Pedro stated they could reach out to the speaker and confirm the testing they get matched his recommendations. Pedro discussed pre-employment physicals and medical clearances that were done for police officers and firefighters.
- v) Pedro outlined new contract requirements that would require vendors to complete an affidavit that stated the firm did not use coercion for labor of services and also complete an affidavit that stated the firm was not owned or controlled by a "foreign country of concern".

6) **Old Business** – None.

7) **Consent Agenda**

- a) Payment ratification
 - i) Warrants #128, # 129, and #130
- b) New Invoices for payment approval
 - i) None
- c) Fund activity report September 11, 2024 – January 24, 2025

The consent agenda was approved as presented, upon motion by Gregg Gurdak and second by Michael Rowley, motion carried 4-0.

8) **Staff Reports**

- a) Foster & Foster, Ferrell Jenne, Plan Administrator
 - i) Fee agreement letter
 - (1) Ferrell Jenne reviewed the Foster & Foster fee agreement. Ferrell reviewed the growth of the plan over the last seven years and the services they provided as the Plan Administrator. The Board discussed the two fee options.

The Board approved Option A as outlined in the Foster & Foster fee agreement letter, upon motion by Gregg Gurdak and second by Michael Rowley; motion carried 4-0.

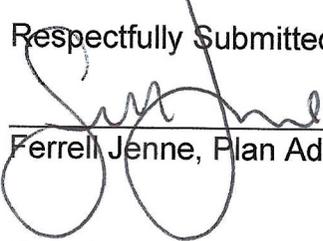
- ii) Renewal of Board Memberships
 - (1) Ferrell Jenne reviewed the upcoming educational opportunities and confirmed they had renewed the Board memberships for NCPERS, FPPTA, and IFEBP.

9) **Trustee Reports, Discussion, and Action** – None.

10) **Adjournment** - The meeting adjourned at 11:14AM.

11) Next Meeting – March 25, 2025, at 10:30AM, Quarterly Meeting

Respectfully Submitted By:



Ferrell Jenne, Plan Administrator

Approved By:



Jay Maher, Chairman

Date Approved by the Pension Board:

3/25/2025