



AGENDA

Lucas Volunteer Firefighter Pension Board

April 4, 2016 6:30 PM

City Hall - 665 Country Club Road – Lucas, Texas 75002-7651

Notice is hereby given that a City of Lucas Volunteer Pension Board Meeting will be held on Monday April 4, 2016 at 6:30 pm at the Lucas City Hall, 665 Country Club Road, Lucas, Texas at which time the following agenda will be discussed.

Call to Order

Roll Call.

Determination of Quorum.

Reminder to turn off or silence cell phones.

Citizens' Input

The Citizens' Input portion of the agenda is an opportunity for the public to address the Lucas Volunteer Firefighter Pension Board on any subject. However, in accordance with the Texas Open Meetings Act, the Local Board cannot discuss issues raised or make any decisions at this time but may refer items to City Staff for research and possible inclusion on a future agenda.

1. Citizens' Input.

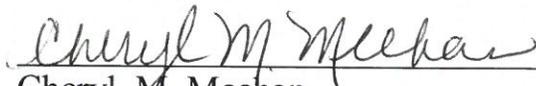
Regular Agenda

2. Consider approval of the minutes of the Lucas Volunteer Pension Board Meeting December 8, 2015.
3. Discuss the following items with respect to the Texas Emergency Services Retirement System:
 - a. Discuss information concerning the present liability and interpretation from the State of Texas Attorney General's Office concerning the state laws governing the Texas Emergency Services Retirement System.

- b. Update Board on the reduction of the contribution rate to \$36 per month per emergency responder volunteer, which is the minimum required by the Texas Emergency Services Retirement System and the appropriation of funds by City Council on February 18, 2016.
 - c. Review the reconciliation and approval of the Texas Emergency Services Retirement System invoices for November 30, 2014, February 28, 2015, May 31, 2015, August 31, 2015, November 30, 2015 and February 29, 2016 to assure that all information is current.
4. Consider the existing benefits provided by the City of Lucas for the Volunteer Fire-Rescue responders to determine if duplications exist and can be addressed for the current and future budget process.
5. Adjournment.

Certification

I hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall and on the City's website at www.lucastexas.us by 5:00 p.m. on Friday, April 1, 2016.


Cheryl M. Meehan
HR Manager, Staff Liaison

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall.

Requests for accommodations or interpretive services should be directed to Stacy Henderson at 972-912-1211 or by email at shenderson@Lucastexas.us at least 48 hours prior to the meeting.



**City of Lucas
Lucas Volunteer Firefighter
Pension Board
April 4, 2016**

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Agenda Item:

Citizen's Input

Background Information:

N/A

Attachments/Supporting Documentation:

N/A

Budget/Financial Impact:

None.

Action:

None.



**City of Lucas
Lucas Volunteer Firefighter
Pension Board
April 4, 2016**

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Agenda Item:

Consider approval of the minutes from the December 8, 2015 Lucas Volunteer Firefighter Pension Board Meeting.

Background Information:

N/A

Attachments/Supporting Documentation:

Minutes from the December 8, 2015 Lucas Volunteer Firefighter Pension Board Meeting.

Budget/Financial Impact:

None.

Action:

Motion to approve the December 8, 2015 Lucas Volunteer Firefighter Pension Board Meeting minutes as presented.



Lucas Volunteer Firefighter Pension Board
December 8, 2015 7:00 p.m.
City Hall - 665 Country Club Road
Minutes

Call to Order

Chairman Larry Bowman called the meeting to order at 7:05 p.m.

All following Trustees were present.

Chairman Larry Bowman Trustee David Leonard
Trustee Gerald Reining Trustee Gary Johnson
Trustee Wayne Millsap

Trustee Jamie Kilpatrick was absent.

Staff:

City Manager Joni Clarke HR Manager Cheryl Meehan

It was determined that a quorum was present.

Citizens' Input

The Citizens' Input portion of the agenda is an opportunity for the public to address the Lucas Volunteer Firefighter Pension Board on any subject. However, in accordance with the Texas Open Meetings Act, the Local Board cannot discuss issues raised or make any decisions at this time but may refer items to City Staff for research and possible inclusion on a future agenda.

1. Citizens' Input.

No Citizens requested to comment.

Regular Agenda

2. Consider approval of the minutes of the Lucas Volunteer Pension Board Meeting March 23, 2015.

Motion was made by Trustee D. Coy Leonard to accept the minutes as read. Motion was seconded by Trustee Wayne Millsap, motion carried unanimously.

3. Discuss and consider the following items with respect to the Texas Emergency Services Retirement System:

- a. Consider the position of the Texas Emergency Services Retirement System regarding the inability of the City of Lucas to terminate its participation in the volunteer pension plan.

No action was taken.

- b. Consider the contract with the Texas Emergency Services Retirement System initially executed in October 1998 and increased contributions to \$60 on October 1, 2012. Consider a recommendation to City Council to take action to reduce the contribution rate to \$36 per month per emergency responder volunteer, which is the minimum required by the Texas Emergency Services Retirement System.

Motion was made to recommend to City Council, that we move forward to reduce the monthly contribution for qualifying members to \$36 per month by Trustee Millsap, seconded by Trustee Larry Bowman. Motion carried unanimously.

- c. Consider the Texas Emergency Services Retirement System annual report due on January 31 reporting service credit and training for calendar year 2015.

Members of the Pension Board felt that we should review what members will actually have the ability to qualify for retirement benefits in the Texas Emergency Services Retirement System. No action was taken until we receive legal advice on the Qualified Service definition from the Texas Government Code and determine which members if any, will qualify for this benefit.

- d. Consider the reappointment of Cheryl Meehan as the City of Lucas administrator for the Texas Emergency Services Retirement System online system.

Motion was made to reappoint Cheryl Meehan the City of Lucas Administrator for the Texas Emergency Services Retirement System online system by Trustee Millsap, seconded by Trustee Leonard. Motion carried unanimously.

- e. Consider the reconciliation and approval of the Texas Emergency Services Retirement System invoices for November 30, 2014, February 28, 2015, May 31, 2015, August 31, 2015 and November 30, 2015 and recommend to City Council to appropriate the funding necessary to fund the Texas Emergency Services Retirement System.

Trustee Wayne Millsap made a motion to reconcile the reports, have Chairman Larry Bowman approve the reports and recommend City Council fund these five quarters to bring us up to date with Texas Emergency Services Retirement System. Motion was seconded by Trustee Gerald Reining. Motion carried unanimously.

4. Consider the existing Volunteer Firefighter Insurance System (VFIS) Length of Service Award Program (LOSAP) and the effects on the City of Lucas with the inability of the City of Lucas to terminate its participation in the TESRS volunteer pension plan.

Motion was made to keep the VFIS Length of Service Award Program (LOSAP) for the active volunteers by Chairman Larry Bowman, seconded by Trustee Gerald Reining. Motion carried unanimously.

5. Adjournment. Motion to adjourn the meeting at 8:03 by Trustee Wayne Millsap, Trustee David Leonard seconded the motion. Motion carried unanimously.

Chairman Larry Bowman

ATTEST:


Cheryl M. Meehan
HR Manager, Staff Liaison



**City of Lucas
Lucas Volunteer Firefighter
Pension Board
April 4, 2016**

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Agenda Item:

Discuss the following items with respect to the Texas Emergency Services Retirement System:

- a. Discuss information concerning the present liability and interpretation from the State of Texas Attorney General's Office concerning the state laws governing the Texas Emergency Services Retirement System.
- b. Update Board on the reduction of the contribution rate to \$36 per month per emergency responder volunteer, which is the minimum required by the Texas Emergency Services Retirement System and the appropriation of funds by City Council on February 18, 2016.
- c. Review the reconciliation and approval of spreadsheets provided by Human Resource Manager Cheryl Meehan to the Texas Emergency Services Retirement System to help in the creation of invoices for November 30, 2014, February 28, 2015, May 31, 2015, August 31, 2015, November 30, 2015 and February 29, 2016.

Background Information:

At the previous meeting of the Pension Board we discussed the fact that we were not allowed to withdraw from the Texas Emergency Services Retirement System. Staff was asked by the board to determine who would qualify for a pension based on the requirements that were set by a previous Pension Board.

Attachments/Supporting Documentation:

1. Spreadsheets presented to the Texas Emergency Services Retirement System, based on run information provided by the Lucas Fire-Rescue Department.
2. Information provided to Texas Emergency Services Retirement System to assist them in the production of required invoices.
3. Emails between Michele Jordon, Executive Director of the Texas Emergency Services Retirement System and City of Lucas.
4. Letter from the City of Lucas Volunteer Pension Board to be signed by the Board Chairman Larry Bowman, Board Secretary Gary Johnson and City Manager Joni Clarke noting that the six outstanding quarters membership listed is correct and accepted.



City of Lucas

Lucas Volunteer Firefighter Pension Board

April 4, 2016

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Budget/Financial Impact:

According to the Texas Emergency Services Retirement System, the following is owed and outstanding:

Invoice Date	Invoice No.	City Amount
11/30/14	TBD	\$
2/28/15	TBD	\$
5/31/15	TBD	\$
8/31/15	TBD	\$
11/30/15	TBD	\$
2/29/16	TBD	\$
TOTAL		\$
Credit Due from J. Kitchens		<u>3,830</u>
TOTAL DUE		\$

Recommendation:

N/A

Motion:

Motion to accept the information provided by Staff concerning the active members and amounts due for payment to the Texas Emergency Services Retirement System (TESRS). Have the Verification Statement signed by the Board Chairman Larry Bowman, Board Secretary Gary Johnson and City Manager Joni Clarke noting that the six outstanding quarters membership listed is correct and accepted. Authorize payment in the amount of \$ _____ to bring the City of Lucas current with the Texas Emergency Services Retirement System.



City of Lucas

Lucas Volunteer Firefighter Pension Board

April 4, 2016

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Agenda Item:

Consider the existing benefits provided by the City of Lucas for the Volunteer Fire-Rescue responders to determine if duplications exist and can be addressed for the current and future budget process.

Background Information:

As a result of all benefit information for Volunteer Fire-Rescue Responders being relocated to the Human Resource Department at City Hall, Human Resource Manager Cheryl Meehan completed the attached spreadsheet of the insurances currently covering our Volunteer Fire-Rescue Responders.

Budget/Financial Impact:

Current Budgeting includes the following expenses:

- TMLIRP Workers Compensation
- Dues –SFFMA Membership
- Texas Emergency Services Retirement System (TESRS)
- VFIS Length of Service Award Program (LOSAP)
- VFIS Accident and Sickness Insurance

Recommendation:

Staff is looking for guidance from the Pension Board concerning the duplication of benefits and the financial impact they have on the City of Lucas.

Motion:

N/A



**City of Lucas
Lucas Volunteer Firefighter Pension
Board
April 4, 2016**

Name & Title of Requestor: Cheryl M. Meehan, HR Manager

Agenda Item:

Adjournment.

Background Information:

N/A

Attachments/Supporting Documentation:

N/A

Budget/Financial Impact:

N/A

Action:

Make a motion to adjourn this meeting of the Lucas Volunteer Firefighter Pension Board, as of

_____.