

**CITY OF ST. CLOUD**  
**GENERAL EMPLOYEES' & POLICE/FIRE JOINT SPECIAL MEETING**  
**MINUTES**

**Tuesday, April 2, 2019 - 9:00 a.m.**

**Members Present (General):** Nadine Zilke, Scott Kaplan, Donna Cooley, Scott Stoll, and Art Lee  
**Members Absent:** James Reus, Brian Liotta  
**Members Present (Police/Fire):** Vincent Shepard, Fran Rinehart, and Don Miller  
**Members Absent:** Claude Campbell and John Jones  
**Plan Administrator:** Shelly Baumann  
**Plan Attorney:** Scott Christiansen – by phone  
**City Staff:** None

**CALL TO ORDER/ROLL CALL**

Chairman Zilke and Chairman Shepard called the meeting to order for both the General Employees' and Police/Fire Boards at 9:07 a.m. Both Boards had a quorum.

Chairman Shepard stated that the purpose of this special meeting is for the Boards to select which firms they want to interview for the plan administrator position.

Attorney Christiansen informed the Boards that although the RFP's specifically stated that no contact was to be made by any firm to the city, any city employee, or the current plan administrator he did have a firm that contacted the city. Strategic Benefits Advisors from Atlanta, Georgia did contact the city directly for information and was referred to the Plan attorney's office to complete the Public Records Request. Attorney Christiansen stated that he did not believe that Strategic Benefits Advisors knew that they were in the wrong and he does not believe that this should exclude them from consideration.

Administrator Baumann then presented each Board member with a re-cap of the proposals received for their Board in alpha order showing each firm, their fees, the number of meetings that would cover along with additional fees that could be charged. Attorney Christiansen thanked Administrator Baumann for preparing this report noting that he found it very helpful.

After direction by Attorney Christiansen it was decided that the name of each firm would be read and Board members would raise their hand if this was a firm they wanted to interview. After all firms had been read the two (2) or three (3) firms receiving the highest votes would be selected to interview. The votes by firm are below:

Pension Resource Center	8
Lauterback & Amen	4
Pension Fund Administration & Consulting Services	2
Foster & Foster	7
Benefits USA	0
Strategic Benefits Advisors	0

Attorney Christiansen stated that he does not currently work with Lauterback & Amen noting that they are a big firm; however they might not have any pension plans in Florida.

***Police & Fire Board: Member Shepard made a motion to interview Foster & Foster and Pension Resource Center; Member Rinehart seconded the motion, which passed unanimously.***

***General Employees' Board: Member Zilke made a motion to interview Foster & Foster and Pension Resource Center; Member Lee seconded the motion, which passed unanimously.***

The Boards decided that they would like to interview on their regular meeting date of Tuesday, May 14, 2019. Attorney Christiansen suggested that the day's meetings be scheduled as follows:

General to begin at 1:00 p.m. which is ½ hour earlier than their normal time  
Interviews with Both Joint Boards to begin at 3:00 p.m.  
Police & Fire to begin at 4:30 p.m. which is ½ hour later than their normal time

Attorney Christiansen's office will notify both firms of their interview date and time.


Chairman Shepard asked Attorney Christiansen to get more information on the online portal from both plans.

Following the decision of the Boards on which firms to interview, Chairman Shepard suggested a transition period of 30 days for Administrator Baumann to work with the new administrator. Both Boards approved the proposed transition schedule.


Attorney Christiansen then addressed the Police & Fire Pension Board to discuss a pending disability for Anthony Romero. Chairman Shepard had requested that Dr. McShane the Board's IME attend the upcoming hearing to testify for the Board. Attorney Christiansen stated that he spoke with Dr. McShane and he does not normally appear live at meetings and it would be a minimum of \$8,000 as he would need to have the day free of patients. Attorney Christiansen suggested that Dr. McShane could do a video, phone call, or regular disposition. Chairman Shepard stated that he was concerned that the Board is paying for the IME and if the other doctor is at the hearing then it appears that that doctor gets more credence. The Board was in favor of having Dr. McShane do a phone conference. Attorney Christiansen reported that Mr. Romero's attorney Tonya Oliver is suggesting that Dr. Brennan and the Human Resource Director take a deposition. Attorney Christiansen said the Board might want him to review the depositions and then give a copy of it to the IME Dr. McShane who would be able to reply to what Dr. Brennan and the Human Resource Director said. The Board was in agreement that this would be the way to proceed.


There being no further business the meeting of the Boards was adjourned at 9:35 a.m.

Respectfully Submitted:

  
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Shelly Baumann, CMC  
Plan Administrator

Approved:

  
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Nadine Zilke, Chairman  
General Employees' Pension Board

  
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Vincent Shepard, Chairman  
Police/Fire Pension Board