

LOSAP MEETING MINUTES
November 13, 2012

The meeting was called to order at 2:05pm with the following members in attendance:

Bob Petrash	Bill Cooke	
Deborah Hudson	Skip Massey	<u>Absent</u>
Sam Bowling	Tom Edwards	Tony Rose
Kim Bender – recording secretary		

Guest

Wayne Byrd, BB&T
Ed Nell, BB&T
Bryan Leslie, BB&T
Ed Holohan, Penflex, Inc.
Jimmy Rose
Butch Frazier

BB&T Investment Review

Wayne and Ed performed an overview of our investment portfolio.

Ed stated the outlook is good and the volatility depends on the “financial cliff”.

Wayne spoke about the fees and the fee disclosure after making the switch. Fees are looking better and we are ahead.

Deborah mentioned to Ed and Wayne that she would like to change the meeting dates to January and August instead of November and May. She will discuss later during “new business” and wanted to let them know. Wayne and Ed said that would be fine.

Wayne, Ed & Bryan left the meeting at 2:30pm.

Actuarial Report Review

Ed Holohan of Penflex, Inc. presented the actuarial study his office performed and made the following points:

- We are currently 55% funded, up from 45% three years ago.
- An early retiree is a gain to the plan.
- There was a discussion on the accessible (tax) base went down and that it would be down again this year.
- Ed recommends freezing the plan at \$10 (eliminating the COLA) until you get to 100% funded. Then come back in a couple years and re-evaluate. He also recommends moving the death benefit to a life insurance company. Third, he recommends keeping the “in the line of duty” death benefit as is.

Ed passed out information from the Bureau of Justice Assistance – Public Safety Officers Benefits Program (PSOB): History (included).

Ed recommends doing an annual statement to all volunteers. He can recommend companies that can help with the software. He also suggested to list all benefits on the statement including PSOB benefits.

There was a discussion of several places (Counties/States with LOSAP type plans) that are changing to "contribution" plans.

3:20pm the Board recessed for a 5 minute break

Reconvened at 3:27pm

Actuarial Study cont....

There was a discussion that the plan was short funding (cash) this year in the M&T account and that we need to make a change. It was suggested to hold an emergency meeting with all Executive Boards to make a recommendation and all vote to do an infusion to M&T.

It was stated that disbursements have increased \$18,000 over the past five years and are now above the tax contribution. The causes are the 1) down turn in the market, 2) benefits increasing, and 3) taxes are down.

Motion was made by Tom for Bill to come up with the data in a joint meeting and then in January they present to the association. Bill seconded. Deborah wanted to add doing an electronic vote by the Board on what is being presented.

Tom amended his motion to include Deborah's comments. Bill seconded.

Tom withdrew his motion all together. Bill withdrew his seconds.

New motion by Skip – Ed Holohan creates the presentation. Deborah gives to the Board for approval. It is presented as needed with meetings in December and/or January with associations & boards necessary. Tom seconded. All were in favor.

LOSAP Software Program RFP – Update

Jimmy Rose informed the Board that Firehouse software is doing a major new release. He spoke with the top person who stated that because it was custom software, it will require upgrades and fees. They have a software program for New York and they are trying to make adjustments to make it more flexible. Jimmy is hoping to have something (price quote) soon.

He stated that all of our stations are using the same software (Firehouse), which is a great accomplishment.

We will keep on the agenda for the next meeting.

Beneficiary

Discussion of the new beneficiary form created by the Waldorf station and how it relates to the County Code and who (station/County) should be responsible for maintaining the form.

Bob motioned to forward the form to the County Attorney to interpret it with the County Code. Bill seconded. Majority in favor, one – no.

Open Meetings Act

Deborah asked the board to read the memo and follow (attached).

M&T Contribution

Deborah will work with Tom to develop an amount. Will inform the board with an electronic vote.

New Business

Deborah wants to change the meeting dates to February/March and August/September. There a consensus from the board.

Old Business

Discussion on reporting the years of service at the stations.

Approval of the Minutes – May 17, 2012

Bob motioned to approve the minutes of May 17, 2012. Skip seconded, all in favor.

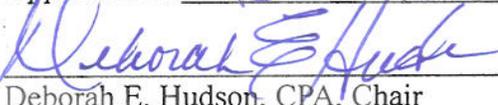
Motion by Deborah to go into closed session based on 10-508 section 2. Bill seconded. All in favor.

Motion by Bob to adjourn at 5:07pm. Skip seconded, all in favor.

Handouts

- BB&T Presentation
- Actuarial Report by Peniflex, Inc.
- Beneficiary Information
- Open Meetings Act Memo
- Copies of the May 17, 2012 meeting minutes
- October M&T Statement

Approved on Dec 19, 2012



 Deborah E. Hudson, CPA, Chair