



FIRE AND POLICE RETIREE HEALTH CARE FUND, SAN ANTONIO



Minutes of the Meeting of the Board of Trustees of the Fire and Police Retiree Health Care Fund, San Antonio November 25, 2019

PRESENT: Doug Berry, Fire Department Representative;
Henry Trevino, Fire Department Retiree Representative;
Michael Despres, Police Department Representative;
Chris Lutton, Police Department Representative;
Alex Perez, Police Department Retiree Representative;
Mayoral Appointee Tom Silliman, City of San Antonio.

ABSENT: Andrew Estrada, Fire Department Representative;
Councilperson Melissa Cabello Havrda, City of San Antonio;
Councilperson Jada Andrews-Sullivan, City of San Antonio;

OTHERS PRESENT: James Bounds, Executive Director,
Cecilia Puga Retiree Health Care; and
Frank Burney, Martin & Drought, P.C.

At 10:05 a.m., Chair Despres called the meeting to order. The roll was called, and a quorum was declared present. The minutes from the meeting held on October 14, 2019 were reviewed and unanimously approved upon motion by Trustee Trevino and second by Trustee Lutton.

EXECUTIVE

SESSION: Executive Session: The Board adjourned into Executive Session at 10:23 a.m. pursuant to state law to discuss with counsel legal issues relating to benefit issues. The Executive Session adjourned at 10:53 a.m.

ACTION ITEMS:

1. Investments: Chair Berry reported on quarterly investment performance from Meketa. He also reported on site visit to New York City for meetings with managers and investment conference. Meketa is preparing for Annual Meeting of Health Fund on February 18-19, 2020 in Austin, Texas.
2. Personnel/ Audit: None.

3. Benefits:

- a. Software Update: Health by Design is scheduling a conference on APH Software with WebTPA for training on APH Software.
- b. Air Ambulance Appeal: Ms. Puga briefed the Board on an appeal by the provider of Air Ambulance services for reimbursement of \$43,000.00, which Fund reimbursed \$6,000. Upon motion by Trustee Lutton and second by Trustee Berry, the appeal was unanimously denied.

4. Legislative: None.

5. Administrative Report:

- a. Expenses: Mr. Bounds presented the expenditures for the Fund. Upon motion by Trustee Silliman and second by Trustee Lutton, a list of expenses and claims and the Financial Report were unanimously approved by the Board.
- b. 2020 Meeting and Holiday Schedules: Upon motion by Trustee Lutton and second by Trustee Perez, the 2020 Schedules were unanimously approved.
- c. Budget: Mr. Bounds reviewed the draft budget for 2020 CY. It will be voted on at December meeting. He requested Board call him with any questions.
- d. Frost Bank: Steve introduced his fellow employee, Melissa Gonzales, who will be primary Frost contact for the Fund.

6. Consultant Report:

- a. Legal: None.
- b. Actuarial: None.

7. Educational Opportunities:

Upon motion by Trustee Berry and second by Trustee Perez, the Board approved attendance at any of the following educational opportunities:

- NCPERS: 2020 Legislative Conference, January 26-28, 2020
- OPAL: LATEC Annual Investment Education Symposium, February 19-21, 2020

8. Other Matters Requiring Board Action: None.
9. Members to be Heard: Board extended congrats to Michael Trainer for his re-election as President of Retirees' Association.
10. Next Meeting: The next regularly scheduled meeting will be rescheduled from December 23, 2019 at 10:00 a.m. to December 16, 2019.

ADJOURNMENT: There being no further business, a motion was made by Trustee Berry and second by Trustee Lutton that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 10:56 a.m.

Enclosures

- Financial Statement
- List of approved claims and expenses
- Agenda
- Minutes
- 2020 Meeting and Holiday Schedules



FIRE AND POLICE RETIREE HEALTH CARE FUND, SAN ANTONIO



CERTIFIED AGENDA OF CLOSED MEETING

HEALTH FUND

I, MIKE DESPRES, THE PRESIDING OFFICER OF HEALTH FUND, CERTIFY THAT THIS DOCUMENT ACCURATELY REFLECTS ALL SUBJECTS CONSIDERED IN AN EXECUTIVE SESSION OF THE BOARD CONDUCTED ON NOVEMBER 25, 2019.

1. The executive session began with the following announcement by the presiding officer: "Health Fund is now in executive session on November 25, 2019 at 10:23 a.m.
2. SUBJECT MATTER OF EACH DELIBERATION:
 - a. **Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of Health Fund in Negotiations with a Third Party;**
 - b. **Government Code §551.071 - All Matters Where Health Fund Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas:**
 - c. **Pending or Contemplated Litigation; and**
 - d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Health Fund.**
3. No further action was taken.
4. The executive session ended with the following announcement by the presiding officer: "This executive session ended on November 25, 2019 at 10:53 a.m."

Presiding Officer

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FIRE AND POLICE RETIREE HEALTH CARE FUND, SAN ANTONIO



Minutes of the Meeting of the Board of Trustees of the Fire and Police Retiree Health Care Fund, San Antonio October 14, 2019

PRESENT: Doug Berry, Fire Department Representative;
Henry Trevino, Fire Department Retiree Representative;
Andrew Estrada, Fire Department Representative;
Michael Despres, Police Department Representative;
Chris Lutton, Police Department Representative;
Alex Perez, Police Department Retiree Representative;
Councilperson Jada Andrews-Sullivan, City of San Antonio;
Mayoral Appointee Tom Silliman, City of San Antonio.

ABSENT: Councilperson Melissa Cabello Havrda, City of San Antonio;

OTHERS PRESENT: James Bounds, Executive Director,
Cecilia Puga Retiree Health Care; and
Frank Burney, Martin & Drought, P.C.

At 10:05 a.m., Chair Despres called the meeting to order. The roll was called, and a quorum was declared present. The minutes from the meeting held on September 23, 2019 were reviewed and unanimously approved upon motion by Trustee Trevino and second by Trustee Perez. Mr. Burney advised those in attendance of a new policy for allowing public to speak.

EXECUTIVE
SESSION: Executive Session: None.

ACTION ITEMS:

1. Investments: Investment Committee will occur on November 19, 2019 at 8:30 a.m. at the Pension office.
2. Personnel/Audit: Garza/Gonzales presented the FY 2018 audit, which is a "unmodified" audit with one note as to value of alternate investments. Upon motion by Trustee Lutton and second by Trustee Estrada, the Board unanimously approved the audit.

3. Benefits: Training for APH Software is underway. Annual workshop on November 6th at 10:00 a.m. at Alzafar Shrine.
4. Legislative: None.
5. Administrative Report:
 - a. Expenses: Mr. Bounds presented the expenditures for the Fund. Upon motion by Trustee Berry and second by Trustee Andrews-Sullivan, a list of expenses and claims and the Financial Report were unanimously approved by the Board.
 - b. 2020 Children's Insurance Rates: Mr. Bounds presented rates for children (178 children – 85 families) at \$827.70 per month per family (\$891.67 prior year). Upon motion by Trustee Berry and second by Trustee Lutton, the 2020 Children's Insurance Rates were unanimously approved.
 - c. 2020 COBRA Insurance Rates: Mr. Bounds presented COBRA Insurance rates of \$688 (\$683) for COBRA coverage (3 persons). Upon motion by Trustee Perez and second by Trustee Trevino, the 2020 COBA Insurance rates were unanimously approved.
 - d. Engagement of Firm for Marketing Services: Mr. Bounds report on search for marketing firms that could be engaged to encourage members to use clinics (50% participation rate). Upon motion by Trustee Andrews-Sullivan and second by Trustee Silliman, the firm of GDC for marketing services was unanimously engaged for \$15,000 committed for initial scope of work with proposed budget to be provided.
6. Consultant Report:
 - a. Legal: None.
 - b. Actuarial: None.
7. Educational Opportunities:

Upon motion by Trustee Berry and second by Trustee Perez, the Board approved attendance at any of the following educational opportunities:

- Opal: Public Funds Summit, January 6-8, 2020
- Aether Annual Meeting, January 22-23, 2020

8. Other Matters Requiring Board Action: None.
9. Members to be Heard: None.
10. Next Meeting: The next regularly scheduled meeting will be November 25, 2019 at 10:00 a.m.

ADJOURNMENT: There being no further business, a motion was made by Trustee Perez and second by Trustee Andrews-Sullivan that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 10:53 a.m.

Enclosures

- Financial Statement
- List of approved claims and expenses
- Agenda
- Minutes



FIRE AND POLICE RETIREE HEALTH CARE FUND, SAN ANTONIO



AGENDA

BOARD OF TRUSTEES MEETING
FIRE AND POLICE RETIREE HEALTH CARE FUND
TO BE HELD AT THE OFFICE OF MARTIN & DROUGHT
300 CONVENT, SUITE 2500, SAN ANTONIO, TX 78205
Monday November 25, 2019 – 10:00 a.m.

1. Call to Order:
2. Roll Call:
3. EXECUTIVE SESSION (Discussion only – Closed to Public):
The Board of Trustees may recess the meeting to the public at any time and hold an Executive Session pursuant to the Texas Open Meetings Act, Chapter 551.071, of the Texas Government Code. Such Act provides for Executive Session on any matter to be considered during the meeting as it relates to consultation with attorneys, real property, personnel and other matters. While any matter on the Agenda may also be discussed, these specific matters will be discussed with counsel in Executive Session:
 - a. **Government Code §551.072 – Discussions Regarding Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting Would Have a Detrimental Effect on the Position of the Health Fund in Negotiations with a Third Party;**
 - b. **Government Code §551.071 - All Matters Where the Health Fund Seeks the Advice of its Attorney as Privileged Communications under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas;**
 - c. **Pending or Contemplated Litigation; and**
 - d. **Government Code §551.074- Personnel Matters involving Senior Executive Staff and Employees of Health Fund.**
4. Minutes (Discussion and possible action):
 - Board Meeting Minutes for October 14, 2019
5. Committee Reports (discussion and possible action):
 - a. Investments:
 - Quarterly report for September 30, 2019
 - b. Personnel/Audit:

- c. Benefits:
 - Update on APH Software
 - Appeal for usual and customary for Air Ambulance
 - d. Legislative:
6. Administrative report (discussion and possible action):
- a. Draft financial reports and list of expenditures for October 2019
 - b. 2020 Meeting Schedule
 - c. 2020 Holiday Schedule
 - d. 2020 Budget
7. Consultant Reports (discussion and possible action):
- a. Legal: Report by Frank Burney
8. Educational Opportunities (discussion and possible action):
- NCPERS: 2020 Legislative Conference
January 26-28, 2020
 - OPAL: LATEC Annual Investment Education Symposium
February 19-21, 2020
10. Adjournment:

NOTE:

Enumerated agenda items are assigned numbers for ease of reference only and will not necessarily be considered by the Board in that particular order. For those that wish to address any Agenda item, they will be allowed up to 3 minutes (6 minutes if translation is needed) if they register at the beginning of meeting, For those who need assistance due to physical challenges, accommodations can be made by contacting James Bounds at 210-494-6500.

F&P Retiree Health Care Fund - Calendar
Statement of Plan Net Assets
October 31, 2019

October 31, 2019 December 31, 2018

ASSETS

Cash - City	\$	0.00	\$	0.00
Cash - Trust		268,397.20		0.00
Leasehold Improvements		659,942.70		659,942.70
Investments - Trust		402,350,923.03		364,884,819.00
Accrued Interest - Trust		1,360,787.32		2,430,360.09
Pre-paid Expenses		239,003.00		15,000.00
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Total Assets		404,879,053.25		367,990,121.79
		<hr/>		<hr/>

LIABILITIES

Claims Payable		3,796,148.03		3,457,744.00
Accounts Payable		604,885.46		93,249.94
Security Lending Collateral		346,372.98		0.00
		<hr/>		<hr/>
Total Liabilities		4,747,406.47		3,550,993.94
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Net Assets Held in Trust	\$	400,131,646.78	\$	364,439,127.85
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F&P Retiree Health Care Fund - Calendar
Statement of Changes in Plan Net Assets
For the Ten Months Ending October 31, 2019

	Current Month	Current Budget	Year to Date	YTD Budget
Additions				
Contributions:				
City of San Antonio	\$ 2,943,351.97	2,750,000.00	\$ 27,838,309.85	28,350,000.00
Active	1,470,798.00	1,350,000.00	13,905,314.43	13,950,000.00
Retirees less than 30	54,291.96	58,000.00	557,929.72	578,000.00
COBRA	0.00	2,000.00	28,517.56	20,000.00
Children	72,971.57	94,000.00	726,328.38	936,000.00
Total Contributions	4,541,413.50	4,254,000.00	43,056,399.94	43,834,000.00
Investment Income:				
Interest	216,496.92	621,669.00	2,347,771.12	6,216,662.00
Net Appreciation of Inves	1,915,288.02	1,652,300.00	20,593,921.57	16,467,400.00
Other Income	35.42	450.00	9,016.50	4,300.00
Less Investment Expense	(38,333.33)	(18,950.00)	(360,964.55)	(185,400.00)
Net Investment Income	2,093,487.03	2,255,469.00	22,589,744.64	22,502,962.00
Total Additions	6,634,900.53	6,509,469.00	65,646,144.58	66,336,962.00
Deductions				
Members Benefit Paymen	2,417,240.80	2,950,000.00	24,599,437.49	29,254,000.00
COBRA Benefit Payment	0.00	2,100.00	8,641.09	20,800.00
Children's Benefit Payme	8,036.69	94,000.00	292,603.87	936,000.00
General and Administrati	551,002.30	557,400.00	5,052,943.20	5,028,950.00
Total Deductions	2,976,279.79	3,603,500.00	29,953,625.65	35,239,750.00
Net Increase	3,658,620.74	2,905,969.00	35,692,518.93	31,097,212.00

November 25, 2019

Expenses Paid since last Board Meeting

5085	Alex Perez	Per Diem/Taxi	\$	469.76
5086	Debra Silva	Per Diem	\$	360.00
5087	Doug Berry	Per Diem	\$	216.00
5088	Jada Sullivan	Per Diem	\$	432.00
5089	James Bounds	Air/Hotel	\$	3,657.84
5090	Leticia Deleon	Taxi/Parking	\$	103.70
5091	Melissa Havrda	Per Diem	\$	288.00
5092	Mike Despres	Per Diem	\$	576.00
5093	City Base	November	\$	7,233.12
5094	Debra Silva	Uber	\$	103.00
5095	Frost	Jul-Sept 2019	\$	16,987.60
5096	Henry Trevino	Per Diem	\$	216.00
5097	SA F&P	November	\$	7,768.65
5098	SA F&P	November	\$	6,855.05
5099	Debra Silva	Uber	\$	39.38

11/12/2019	Frost		\$	197.89
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Expenses to be paid at this Board Meeting

5100	Alex Perez	Phone	\$	70.00
5101	Andrew Estrada	Phone	\$	70.00
5102	AT&T Mobility	Data	\$	68.75
5103	Doug Berry	Phone	\$	70.00
5104	Henry Trevino	Phone	\$	70.00
5105	JCH	Web	\$	20.00
5106	Christopher Lutton	Phone	\$	70.00
5107	Martin Drought	October	\$	7,500.00
5108	Meketa	November	\$	20,833.33
5109	Mike Despres	Phone	\$	70.00
5110	Rudd & Wisdom	Valuation	\$	37,885.25
5111	USI	November	\$	6,909.00
5112	T-Mobile	November	\$	83.33
5113	Albert Uristi	Property Taxes	\$	175.44
5114	City Base	December	\$	9,371.40
5115	SA F&P	December	\$	8,356.19
5116	SA F&P	December	\$	6,467.13

Total			\$	143,593.81
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TexPERS		\$	50.00
Newbury	Site visit	\$	906.00
IFEBP	Annual	\$	4,402.80
CPS	Electric	\$	777.03
Neopost	Mailout	\$	765.87
AT&T	Phone	\$	489.96
Documation	Copier	\$	505.58
CPI	Supplies	\$	280.65
Meetings		\$	94.11
Express News	News	\$	51.00
Frost	Fees	\$	26.44

Total		\$	8,349.44
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2020 MEETING SCHEDULE
Fire and Police Retiree Health Care Fund

JANUARY 2020

Monday January 27 Board Meeting 10:00 am

FEBRUARY 2020

Tuesday February 18 Annual Workshop
Wednesday February 19 Annual Workshop
Monday February 24 Board Meeting 10:00 am

MARCH 2020

Wednesday March 4 Benefits Committee 10:00 am
Monday March 30 Board Meeting 10:00 am

APRIL 2020

Wednesday April 1 Legislative Committee 10:00 am
Monday April 27 Board Meeting 10:00 am

MAY 2020

Wednesday May 6 Investment Committee 10:00 am
Monday May 18 Board Meeting 10:00 am

JUNE 2020

Wednesday June 3 Benefits Committee 10:00 am
Monday June 29 Board Meeting 10:00 am

JULY 2020

Wednesday July 8 Personnel/Audit Committee 10:00 am
Monday July 27 Board Meeting 10:00 am

AUGUST 2020

Wednesday August 12 Investment Committee 10:00 am
Monday August 31 Board Meeting 10:00 am

SEPTEMBER 2020

Wednesday September 2 Benefits Committee 10:00 am
Monday September 28 Board Meeting 10:00 am

OCTOBER 2020

Wednesday October 7 Legislative Committee 10:00 am
Monday October 26 Board Meeting 10:00 am
Wednesday October 28 Investment Committee 10:00 am

NOVEMBER 2020

Wednesday November 4 Annual Retiree Meeting 10:00 am
Monday November 30 Board Meeting 10:00 am

DECEMBER 2020

Wednesday December 2 Benefits Committee 10:00 am
Monday December 21 Board Meeting 10:00 am

**Fire and Police Retiree Health Care Fund
2020 Holiday Schedule**

<i>Holiday</i>	<i>Day</i>	<i>Date</i>
<i>New Year's Day</i>	<i>Wednesday</i>	<i>January 1, 2020</i>
<i>President's Day</i>	<i>Monday</i>	<i>February 17, 2020</i>
<i>Good Friday</i>	<i>Friday</i>	<i>April 10, 2020</i>
<i>Fiesta San Jacinto Day</i>	<i>Friday</i>	<i>April 24, 2020</i>
<i>Memorial Day</i>	<i>Monday</i>	<i>May 25, 2020</i>
<i>Independence Day</i>	<i>Friday</i>	<i>July 3, 2020</i>
<i>Labor Day</i>	<i>Monday</i>	<i>September 7, 2020</i>
<i>Veteran's Day</i>	<i>Wednesday</i>	<i>November 11, 2020</i>
<i>Thanksgiving Day</i>	<i>Thursday</i>	<i>November 26, 2020</i>
<i>Day after Thanksgiving Day</i>	<i>Friday</i>	<i>November 27, 2020</i>
<i>Christmas Eve</i>	<i>Thursday</i>	<i>December 24, 2020</i>
<i>Christmas Day</i>	<i>Friday</i>	<i>December 25, 2020</i>
<i>New Year's Eve</i>	<i>Thursday</i>	<i>December 31, 2020</i>