

Minutes of Alabama Firefighters Annuity and Benefit Fund

January 19, 2011

The Alabama Firefighters Annuity and Benefit Board of Commissioners met January 19, 2011 at 1:30 pm on the campus of the Alabama Fire College, 2501 Phoenix Drive, Tuscaloosa AL 35405.

The meeting was called to order by Chairman Dale Wyatt, who then welcomed the guest in attendance.

Present were: Chairman Wyatt
Vice Chairman Reid Vaughan
Charlie Dixon
Robert Ezekiel
Roy Mott
Executive Director Milton Parsons

Also, in attendance were AAVFD President Chauncey Wood, AFAB Fund Acting Secretary Sandra Mott, Belinda Lancaster, Duncanville VFD, Tuscaloosa County, AAVFD District 9 Director and Colbert County Association President Jimmy Looney, AL Fire College Executive Director Allan Rice, Executive Associate Michael T. Whitaker and Senior Systems Analyst/Programmer Charles R. Jones with CACI, Advanced Systems Division, 600 Interstate Park Drive, Suite, 623, Montgomery AL 36094.

Charlie Dixon gave the invocation.

Approval of the minutes was tabled until the next meeting.

A report of the funds received and deposited to date was given to each commissioner. Fund balance as of January 19, 2011 is \$36,213.47.

Each commissioner was given a copy of a letter from the State of Alabama Ethics Commission that stated that all state governmental commissioners are required to submit a Statement of Economic Interests form no later than April 30, 2011. This form can be accessed at www.ethics.alabama.gov.

In his investigation into locating a bonding company, Reid Vaughan found that Risk Management offered the best rates. He noted that the annual price for expanded coverage will increase as funds increase. Motion was made to bond the five (5) commissioners, plus Executive Director Milton Parsons, and Acting Secretary/Treasurer Sandra Mott with Risk Management.

Motion by: Reid Vaughan

Second by: Roy Mott

Motion approved

Reid Vaughan located a source and obtained the price for printing AFAB Fund brochures. Motion was made to purchase of 5,000. Current information is incomplete, with changes likely

to be necessary after meeting with the RSA actuary. Zeke Ezekiel observed that the fund is “being invented”, and decisions will be made on many more points of information. It was decided that additional brochures would be purchased at a later date.

Motion by: Roy Mott

Second by: Reid Vaughan

Motion approved

Executive Associate Michael T. Whitaker and Senior Systems Analyst/Programmer Charles R. Jones with CACI, Advanced Systems Division, presented a power point presentation illustrating how information can be maintained and tracked through their system. This system will be customized to track each fund member’s eligibility status, contributions, necessary training, and other information.

Mr. Whitaker stated that they would “borrow” from the format that they developed for the PSOB Fund and be able to save us some money. He projected a price of \$15,000 to \$17,000 for set up; thereafter, approximately \$7,000 yearly or \$110 per billable hour. Roy Mott suggested providing them with what we want and getting a firm price. Some information can be downloaded from the Forestry Commission and Fire College records. Information from the actuary is needed to answer buy-back cost and pay back.

After providing the information the fund must track, Mr. Jones stated that the software could be in place within one month. Motion was made to move forward with CACI so that the form can be designed. Reid Vaughan, Zeke Ezekiel, and Roy Mott were appointed to a committee to work with CACI. A meeting will be called when CACI provides product.

Executive Director Milton Parsons and AAVFD President Chauncey Wood have scheduled a meeting with a RSA actuary on Monday, January 24th.

There was discussion of the need for office space and contract labor to monitor and enter enrollments and other required information. The Alabama Fire College in Tuscaloosa was discussed and the AAVFD office in Montgomery. Information is currently coming to a post office box in Montgomery. Discussion was tabled until a later date.

The rules to qualify for disability payments were discussed. Zeke Ezekiel stated that a system to determine disability is in place for paid fire fighters. Regulations are also in place to determine disability for volunteer fire fighters.

Reid Vaughan will design the template for letterhead for the AFAB Fund.

Executive Director Milton Parsons presented several avenues that are available to tap for additional funding. He suggested amending the current bill to add \$2 to each state & local ad valorem tax bill on real property. This would be voluntary and refundable upon request received within 30 days. Roy Mott also identified a five percent fee that is collected on fire insurance by municipalities. He suggested amending AFABF to provide for a voluntary annual fee on each property & casualty insurance policy. Chairman Wyatt appointed Milton and Roy to research this further.

Motion was made to waive per diem until such time funds are available.

Motion by: Dale Wyatt

Second by: Reid Vaughan

Motion passed

The next meeting date will be announced.

Dale Wyatt, Chairman

Sandra H. Mott, Acting Secretary