

**Minutes of Alabama Firefighters Annuity and Benefit Fund**  
**October 25, 2010**

The Alabama Firefighters Annuity and Benefit Board of Commissioners met October 25, 2010 at 10:00 am in the office of the Alabama Association of Volunteer Fire Departments (AAVFD) at 660 Adams Avenue, Suite 345, Montgomery AL 36104-4373.

The meeting was called to order by AAVFD President Chauncey D. Wood III. President Wood noted that the bill establishing the Alabama Firefighters Annuity and Benefit Fund was sponsored by AAVFD, and he spent many hours steering it through the legislative system to passage. He also recognized the many firefighters who worked with him on this important recruitment and retention tool that gives a tangible benefit to the fire service members.

The invocation was given by Charlie Dixon.

President Wood introduced the newly-appointed members of the Board. In attendance were:

1. Roy Mott appointed by the Alabama Association of Volunteer Fire Departments.
2. Charlie Dixon appointed by Governor Bob Riley, State of Alabama.
3. Reid Vaughan appointed by the Alabama Firefighters Association.
4. Robert Ezekiel appointed by Alabama Association of Fire Chiefs.
5. Dale Wyatt appointed by the Professional Firefighters of Alabama.

Also in attendance were Mr. Will Martin from the Alabama Department of Revenue, Property Tax Division, and Mr. Milton Parsons. The Employee's Retirement System (ERS) of Alabama will oversee the investment of the money from this fund. Mr. Martin stated that he had several procedural items to which he must have answers today to distribute to each county tax collection office.

The members discussed many issues related to the establishment of this fund. Board members discussed the record-keeping method that has to be set up. The paid firefighters already have a system in place that works well for them. Eligibility requirements for participation must be documented. A system must be developed for tracking contributions by volunteer firefighters. AAVFD President Wood stated that the Alabama Peace Officers' Annuity and Benefit Fund has a system in place. He will check with them to see if they would be willing to keep the records for the firefighter fund. Dale Wyatt will contact the Alabama Fire College to see if Executive Director Allan Rice will be willing to establish a data base containing a complete list of all participants in the Fund.

In an effort to comply with Roberts Rules of Order, Dale Wyatt stated that the first order of business should be the election of officers. The members concurred.

Robert Ezekiel nominated Dale Wyatt for the position of Chairman. The motion was seconded by Reid Vaughan. Motion passed unanimously.

Chairman Wyatt called for nominations for Vice Chairman. Reid Vaughan was nominated by Robert Ezekiel and seconded by Charlie Dixon. Motion passed unanimously.

Chairman Wyatt opened the floor for a discussion of the process of securing an Executive Director. Mr. Milton Parsons gave an overview of his experience, highlighting his ability to handle the job. Although the Board Members were impressed with his credentials and inclined to hire him on the spot, Mr. Parsons requested time to go back and discuss it with his wife and with the Organized Seafood Association of Alabama, for whom he presently works. Board members agreed to delay their decision until the next meeting in order to give him time to make these contacts.

Mr. Will Martin stated that he must have a name and address to take back with him today. He said that county tax offices were impatient and must have a name and address to send the current collections in order to comply with state law. Mr. Martin suggested that the check off also be added to the state income tax form. Board members concurred, as this will reach additional people giving them opportunities to contribute to the fund.

A motion was made to hire Sandra Mott to serve as temporary Executive Director. Motion was made by Robert Ezekiel and seconded by Dale Wyatt. Motion passed unanimously.

Sandra was instructed to get a post office box and e-mail the new address to Mr. Martin this afternoon. She is also to obtain the Federal Tax Identification Number (FEIN) and open a bank account at Regions Bank.

Developing and distributing a tri-fold handout to define and describe the Alabama Firefighter Annuity and Benefit Fund to fire service members was suggested. All members thought that this should be done and agreed to send pertinent points to Reid Vaughan to assist him in developing this handout.

Motion to waive member per diem and mileage for this meeting was made by Dale Wyatt and seconded by Reid Vaughan. Motion passed unanimously.

The next meeting will be November 16, 2010 at 10:00 am at the AAVFD office.

---

Dale Wyatt, Chairman

---

Sandra Mott, Acting Executive Director

October 25, 2010