

FIREFIGHTERS & POLICE OFFICERS PENSION PLAN PENSION BOARD

Board Opening for a Fire Participant Representative

Your pension plan board needs a Firefighter Representative. The Firefighters and Police Officers Pension Plan (the “Plan”) has a Board that includes two Firefighter Representatives and one Firefighter representative Alternate. Christopher Lockwood, who has been on the Board from the inception of the plan, recently retired as a City Firefighter and is resigning from the Board effective January 1, 2010. The Board seeks a Firefighter Representative to serve the rest of the term which runs through December 31, 2010. The remaining Firefighter Representative is Michael Cross. Patrick Evans is the Firefighter Representative Alternate and will serve as a voting Firefighter Representative through December 31, 2009. Continue reading if you would like to serve on the Board as a Firefighter Representative.

BOARD COMPOSITION

The Board has eight representatives and three alternates. The membership is composed of four voting representatives from City management and one alternate, two from Fire with an alternate and two from Police with an alternate. The current Representatives are:

EMPLOYEE REPRESENTATIVES		EMPLOYER REPRESENTATIVES	
Michael Cross	Fire	Michele Evans	Deputy City Manager
Christopher Lockwood	Fire	Bruce Johnson	Chief Financial Officer, Director of OMB
Patrick Evans, Alternate	Fire	Cheryl Orr	Director of Human Resources
Edward Milner	Police	Laura Triggs	Director of Finance
Albert Tierney	Police	Morgan Routt, Alternate	Prog. Mgmt Coordinator
Shirl Mammarella, Alternate	Police		

BOARD DUTIES

The Board’s primary responsibilities are the investments of the plan. The administration of the Plan falls under the City Manager’s domain and has been assigned to the Finance Department. This is detailed in Article 10 of the Plan Document. You may view the Plan Document on the Pension Division web site, www.alexandriava.gov/pension. You will need to click on Firefighters and Police Officers and then on Plan Document.

MEMBER DUTIES

- Attend Board meetings. There are eight regularly scheduled Board meetings annually. There have been some ad hoc meetings, but these are rare. The four Interim meetings average roughly 2 - 3 hours and the four Due Diligence meetings can be 3 – 4 hours or more. During the Due Diligence meetings investment reports are reviewed.
- Prepare for Board meetings by reading Board packets. Typically this is about 2-3 hours per meeting.
- Board members assume fiduciary responsibility for the Plan. To handle this responsibility the employee representative must learn about the plan provisions, investments, and other related topics. Typically this entails education gained by attending training sessions. These training sessions may be on the web, local, or at locations across the nation.

NOMINATION AND CONFIRMATION PROCESS

The Board will meet January 14, 2010. At that time Board members may nominate a Fire representative. The Board will then select an Alternate. The choice must be ratified by City Council. The term is for the remainder of 2010. Unlike the standard election process this does not require a petition with member signatures or an essay. The nomination process consists of any Board member making a motion to nominate a Fire Representative (or Alternate); the motion must receive a second, and then a majority of a quorum voting affirmatively. Therefore, anyone interested in serving on the pension Board will need to have the initial support of one Board member for the motion and another for the second. Before confirmation by City Council the candidate must acknowledge in writing that he or she accepts fiduciary responsibility for the Plan.

Elections are scheduled during 2010 for the three-year terms beginning January 1, 2011. The persons appointed Fire Representative and Alternate may chose to run for a full term beginning in 2011.

TO INDICATE YOUR INTEREST OR FOR MORE INFORMATION

You may contact any Board member. However, three contacts who would be particularly useful for any Firefighter interested in serving on the Board are:

Michael Cross, Chairman of Board, Captain, A Shift, Station 204,
Michael.cross@alexandriava.gov

Patrick Evans, Board member, A Shift, Station 201 Patrick.evans@alexandriava.gov

Steven Bland, Retirement Administrator and Staff to the Board, 301 King Street, City Hall Room 1600, 703.746.3886 Steven.bland@alexandriava.gov.