

**Inter-Canyon Fire Protection District
Pension Board Meeting Agenda
7939 S. Turkey Creek Rd., Morrison, CO 80465
April 12, 2017**

- 1. Call to Order**
 - a. Determination of additions to agenda and sequence
 - b. Approval of Pension Board Minutes for the January 11, 2017 meeting.

- 2. New Business**
 - a. Pension Determination and Appeals Policy

- 3. Financial Condition of the Fund**
 - a. No Report

- 4. Old Business**
 - a. None

- 5. Adjournment**

INTER-CANYON FIRE PROTECTION DISTRICT

PENSION BOARD MEETING

7939 S. Turkey Creek Rd., Morrison, CO 80456 * 303-697-4413

April 12, 2017

1. Call To Order

ICFPD Pension Board was called to order at 19:02 hours at Fire Station No. 1

Board Members Present:

Leslie Caimi, President

Karl Firor, Treasurer

Jennifer Volkman, Director

Kerry Prielipp, Director

David Logan

Board Members Absent

Ralph Dreher, Director

Randy Rudloff, Secretary

Guest:

Debra Swearingen, High Timber Times

1. Approval of Minutes

There was a motion to approve the January 11, 2017 minutes by Karl Firor with a second by Jennifer Volkman. The motion passed unanimously.

2. New Business

a. Pension Determination and Appeal Policy:

All board members confirmed to have reviewed the policy. Jennifer Volkman inquired as to how long until a member becomes pension eligible. Chief Shirlaw responded it takes 5 years to become vested, however, 20 years of service with ICFPD or in combination with another fire district is required to receive pension. David Logan requested it be considered to add a pension board member in the event the 2 members representing the membership are making an appeal. Chief Shirlaw responded it would be complicated to bring someone in who has not been part of the process. Kelley Cross suggested the Board take the request under advisement and review the Pension Board Bylaws to see if adding a member for this purpose is actually a possibility. Kerry Prielipp asked if David has suggestion on what a replacement would look like. David responded simply a member at large from the department. Karl Firor stated he would want to

consider that long and hard, specific criteria around a replacement would be required. Kelley suggested the Board approve the policy as written this evening and table the topic of adding a board member until the next meeting to allow for review of the Bylaws. Kelley confirmed she would send Pension Board Bylaws to all via email.

MOTION: There was a motion by Kerry Prielipp with a second by Karl Firor to approve the Pension Determination and Appeal Policy as written. Discussion around defining an alternate pension board member will be tabled until the next Pension Board Meeting. The motion passed unanimously

3. Old Business

David stated the last meeting minutes indicated financials would be available for tonight's meeting. Karl confirmed Q1 financials have not yet been received. The most recent report received was for Q4 2016. Karl expects Q1 financial reports in late May. David indicated he would like a copy of the financial report when it is received. David requested he be brought in on all the things Randy Rudloff does relative to pension. Karl responded he will address the topic with Randy.

4. Adjournment

There being no further business before the Board, the meeting was adjourned at 19:12 hours.

Meeting Minutes by Kelley D. Cross, District Administrator

Submitted by:

Approved by:

Jennifer Volkman for
Randy Rudloff
Secretary

Karl Firor
Treasurer

ATTACHMENT: Pension Determination and Appeals Policy

ICFPD PENSION DETERMINATION AND APPEALS POLICY

PURPOSE: TO OUTLINE REQUIREMENTS TO MAINTAIN PENSION ELIGIBILITY AND APPEAL PROCESS

POLICY:

In order to remain pension eligible ICFPD requires all In-District Members to meet the following minimum requirements:

- Attend a minimum of 10 of the 12 monthly Business Meetings
- Respond to a minimum of 15% of the total calls
- Attend 36 hours of in-district scheduled training
- Attend 4 Quarterly Field Days
- Attend 2 hours of Hose Testing
- Maintain certifications

In order to remain pension eligible ICFPD requires all Out-of-District Members to meet the following minimum requirements:

- 24 hours per month
- Minimum shift length 4 hours
- Minimum number of shifts 4 monthly
- Total time will not exceed 30 hours per week

Annual successful pension eligibility will be determined using these requirements by the Pension Board Secretary, the Chief and the District Administrator with final approval by the Pension Board. Should a member fail to meet the minimum requirements alternative consideration may be given using additional criteria. Additional criteria would consist of a combination of hours equal to the minimum hours required by performing duties which may include participation on committees, community projects, training etc. FPPA requires the determination (census data) be submitted on or before January 31.

Appeals. Request for an appeal may be submitted to the Pension Board in writing along with supporting documentation on or before March 31 of the new calendar year. Appeals will be considered at the 2nd Quarter annual Pension Board Meeting held in April. Upon review of the member's written appeal along with supporting documentation the Pension Board findings and decision shall be binding.