

**THE WOODLANDS FIREFIGHTERS' RETIREMENT SYSTEM
MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES
December 10, 2021
12:00 P.M.**

Those present were:

Anthony Fasone, Trustee	Woodlands Firefighters' Retirement System
Jeff Johnston, Trustee	Woodlands Firefighters' Retirement System
Doug Adams, Chairman	Woodlands Firefighters' Retirement System
Eric Secrest, Trustee	Woodlands Firefighters' Retirement System
Jennifer Hanna	Plan Administrator
Monique Sharp, Trustee	Woodlands Firefighters' Retirement System (arrived after agenda item 6)

Absent:

Andrew Pitre, Trustee	Woodlands Firefighters' Retirement System
Karen Dempsey, Trustee	Woodlands Firefighters' Retirement System

Guests:

Bill Holt

1. Pledge of Allegiance
2. Called to order @ 12:08 p.m.

No Public Comments

Consent Agenda

All Items under this section, Consent Agenda, are considered to be routine by The Woodlands Firefighters' Retirement System Board and may be enacted by one motion. If discussion is desired, any item may be removed from the Consent Agenda and will be considered separately.

3. Consider approving the consent agenda items for each of the following:
 - A) Statement of Revenues and Expenditures for October 2021
 - B) Financial Budget Reports for October 2021.
 - C) Review and consider approving minutes of the November 12, 2021 regular Board of Trustees Meeting.
 - D) Approval of Present Invoices including Jackson Walker #1807440 and Jennifer Hanna #2021-381

Motion by Jeff Johnston, seconded by Anthony Fasone approving consent agenda as presented. Motion passed.

Items for Individual Consideration

4. Motion by Anthony Fasone, seconded by Erik Secrest accepting the AndCo up to date investment report. Motion Passed.
5. No recommendations for rebalancing portfolio from AndCo.

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6. Motion by Erik Secrest, seconded by Anthony Fasone approving engagement letter from Blazek and Vetterling for 2021 Annual audit services. Motion Passed.
7. Motion by Anthony Fasone, seconded by Erik Secrest authorization Chairman to execute once clarification is made on the QDRO fee meaning the engagement letter regarding January 1, 2022 Actuarial Valuation. Motion Passed.
8. No action strictly informing board of rate increase notice from Jackson Walker LLP.
9. Motion by Anthony Fasone, seconded by Jeff Johnston to hold election January 5-7th as nominations were made for Doug Adams and Jake Zacharias for trustee expiring position currently held by Doug Adams. Motion Passed.
10. Discussion only regarding succession training for board members.
11. Call for future agenda items to include looking at QDRO policy, appointment of Karen's board position, 2022 budget, and meeting and conference dates for 2022.
12. Motion by Jeff Johnston, seconded by Erik Secrest to adjourn at 1:06 pm. Motion passed.