



FIREFIGHTERS' PENSION INVESTMENT FUND

1919 S. HIGHLAND AVE. • BUILDING A, SUITE 237 • LOMBARD, IL 60148

**MINUTES OF A REGULAR MEETING OF THE
FIREFIGHTERS' PENSION INVESTMENT FUND
ELECTIONS PANEL
SEPTEMBER 8, 2020**

A regular meeting of the Firefighters' Pension Investment Fund of Illinois Elections Panel was held on Tuesday, September 8, 2020 at 2:00 p.m. at the FPIF Headquarters located at 1919 S. Highland Avenue – Building A, Suite 237, Lombard, Illinois 60148 and via videoconference in accordance with Public Act 101-0640, pursuant to notice.

I. Call to Order

Patrick Hayes called the meeting to order at 2:03 p.m.

II. Taking of the Roll

Patrick Hayes took the roll. Pat Devaney, Steve Shetsky and Patrick Hayes were all present, there were no absences.

Also present: Director Bill Atwood, COO Steve Zahn, FPIF Staff; Robina Amato, Lauterbach & Amen, LLP (L&A)

III. Election of Chairperson

The Panel discussed electing Pat Devaney to the chairperson position without objection. A motion was made by Panel Member Shetsky and seconded by Panel Member Hayes to elect Pat Devaney as the Chairman of the FPIF Elections Panel.

Motion carried by roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes

NAYS: None

ABSENT: None

IV. Appointment of Panel Clerk

The panel reviewed the FPIF staff recommendations prepared by FPIF staff to appoint Steve Zahn as the clerk for the Elections Panel. Director Atwood informed the Board of the responsibility Mr. Zahn has had in preparing materials for the upcoming FPIF Trustee Election and selecting pertinent vendors to facilitate the election. A motion was made by Panel Member Hayes and seconded by Panel Member Shetsky to appoint Steve Zahn to the Elections Panel Clerk position as recommended. Motion carried by Roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes

NAYS: None

ABSENT: None

V. Review of Election Panel Responsibilities

Director Atwood reviewed the responsibilities of the Elections Panel including the election of a panel clerk, determination of candidates and the challenge process of nominating petitions. Steve Zahn further reviewed the determination of candidacy and the timelines that are included in the election schedule that are relevant to the election process. Steve Zahn reviewed the panel’s responsibilities for reviewing candidate biographies and the responsibility to ensure all members have received an appropriate ballot.

Chairman Devaney inquired about the correspondence and notification that will take place to ensure eligible voters are notified of the upcoming election. Chairman Devaney also inquired about the summary of materials regarding the challenges that will be considered during the next scheduled meeting.

VI. Consideration of FPIF Staff Recommendations to the Election Panel

The panel further reviewed the FPIF Staff Recommendations provided by Steve Zahn regarding the determination of candidates and the challenge of nominating petitions. Mr. Hayes inquired about physical nominating petitions and the requirements for petitions to remain available at the FPIF Headquarters for review. Steve Zahn reviewed the parameters within the election rules regarding nominating positions and answered all questions relevant to the process in which panel members will review petitions in person at the FPIF Headquarters. A motion was made by Panel Member Shetsky and seconded by Panel Member Hayes to adopt the FPIF staff recommendations as presented. Motion carried by roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes
NAYS: None
ABSENT: None

VII. Consideration of Candidate Biography Samples

Steve Zahn reviewed the recommended candidate biography format which included a word count of 150-200 words and a headshot of each eligible candidate. The panel requested Mr. Zahn and Panel Member Shetsky work together to provide a template for candidates to aid in the composition of the biographies being submitted. This panel will reserve editorial approval of the biographies. A motion was made by Panel Member Hayes and seconded by Panel Member Shetsky to approve the word count and headshot requirements in the candidate biography format as discussed. Mr. Hayes suggested a template be made available for firefighter specific biographies to aid in the composition of the biographies. Motion carried by roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes
NAYS: None
ABSENT: None

VIII. Adoption of Upcoming Meeting Schedule

The panel discussed an upcoming meeting schedule as follows: September 17, 2020 at 2:00 p.m.; October 1, 2020 at 1:00 p.m. and December 4, 2020 at 12:00 p.m. A motion

was made by Panel Member Shetsky and seconded by Panel Member Hayes to adopt the upcoming meeting schedule as discussed. Motion carried by roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes

NAYS: None

ABSENT: None

IX. Other Business

There was no other business presented.

X. Public Comment

There was no public comment.

XI. Adjournment

A motion was made by Panel Member Shetsky and seconded by Panel Member Hayes to adjourn the meeting at 2:42 p.m. Motion carried by roll call vote.

AYES: Panel Members Devaney, Shetsky and Hayes

NAYS: None

ABSENT: None