



FIREFIGHTERS' PENSION INVESTMENT FUND

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

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**MINUTES OF A REGULAR MEETING OF THE  
FIREFIGHTERS' PENSION INVESTMENT FUND  
INVESTMENTS AND OPERATIONS COMMITTEE  
APRIL 14, 2021**

A regular meeting of the Firefighters' Pension Investment Fund of Illinois Investments and Operations Committee was held on Wednesday, April 14, 2021 at 1:30 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**

Chairman Bramwell called the meeting to order at 1:30 p.m.

**II. Taking of the Roll**

Robina Amato from Lauterbach & Amen, LLP took the roll. Chairman Kevin Bramwell, Trustees George Schick and Herb Roach were present, there were no absences.

*Also present:* Executive Director William Atwood, Chief Financial Officer David Zaloga, Portfolio Officer Mitchell Green, COO Steve Zahn, Trustees Jeff Rowitz and Greg Knoll, FPIF Staff/Board of Trustees; Doug Oest and Mike Piotrowski, Marquette Associates; Courtney Murray, Ernst & Young, LLP; Robina Amato, Lauterbach & Amen, LLP

**III. Approval of the March 31, 2021 Meeting Minutes**

The Committee reviewed the March 31, 2021 meeting minutes. A motion was made by Trustee Roach and seconded by Trustee Schick to approve the March 31, 2021 meeting minutes as written. Motion carried by roll call vote.

AYES: Chairman Bramwell, Trustees Schick and Roach

NAYS: None

ABSENT: None

**IV. Consideration and Approval – IDOI Memorandum of Understanding**

Mr. Zahn presented the draft Memorandum of Understanding between the Firefighters' Pension Investment Fund and the Illinois Department of Insurance to the Committee. Trustee Roach inquired to the potential timeline for the annual audit performed by the IDOI for the FPIF and Trustee Schick inquired to the level of detail included in the audit process while Mr. Zahn answered all questions. A motion was made by Trustee Roach and seconded by Trustee Schick to approve for recommendation to the FPIF Board or Trustees the draft IDOI Memorandum of Understanding as prepared. Motion carried by roll call vote.

AYES: Chairman Bramwell, Trustees Schick and Roach

NAYS: None

ABSENT: None

**V. Member Services Officer and Office Manager Position**

Mr Zahn presented an update pertaining to the Members Services Officer and Office Manager position including a review of the FPIF Hiring Policy for category 2 positions and details to the online job posting locations and timeframes. Trustee Rowitz inquired to the overall hiring policy for category 2 positions, staff headcount and salary within the current FY21 budget and discussed a potential analysis to determine the relevant and necessary workload assigned to additional staffing positions.

**VI. Executive Session – 5 ILCS 120/2 (c)(1)**

A motion was made by Trustee Schick and seconded by Trustee Roach to enter in executive session at 2:02 p.m. in accordance with 5 ILC 120/2 (c)(1) of the Illinois Open Meetings Act. Motion carried by roll call vote.

AYES: Chairman Bramwell, Trustees Schick and Roach

NAYS: None

ABSENT: None

Open session reconvened at 2:16 p.m.

**VII. Other Business**

There was no other business.

**VIII. Public Comment**

There was no public comment.

**IX. Adjournment**

A motion was made by Trustee Schick and seconded by Trustee Roach to adjourn the meeting at 2:18 p.m. Motion carried by roll call vote.

AYES: Chairman Bramwell, Trustees Schick and Roach

NAYS: None

ABSENT: None