

HOFFMAN ESTATES FIREFIGHTERS PENSION BOARD
Station 24 - 5775 Beacon Point Hoffman Estates, IL 60192

SPECIAL MEETING MINUTES
June 18, 2020 at 9:30 pm
Meeting held via videoconference

I. **Call to Order.** Meeting called to order at 9:34 am. This meeting is being conducted by audio or video conference without a quorum of the public body physically present and without any singular member of the public body present at the Board's regular meeting location because of a disaster declaration related to COVID-19 public health concern affecting the Village of Hoffman Estates. The Hoffman Estates Pension Board President has determined that an in-person meeting with all participants is not practical, prudent or feasible because of the disaster.

II. **Roll Call/Acknowledgement of Guests.** Present via videoconference: Matthew Fijalkowski, Rachel Musiala, Bob Orr, Patrick Seger, Matt Collins.

Also Present: Laura Goodloe, Attorney, Cassie Gregorowicz, minutes recorder.

Roll call to acknowledge said person can see and hear everyone and evidence presented on the screen: Matthew Fijalkowski, aye, Rachel Musiala, aye, Bob Orr, aye, Patrick Seger, aye, Matt Collins, aye. No members of the public present with us today. Information provided to public

III. **Business to be Discussed.**

1. Illinois Department of Insurance Report of Examination. Draft report sent along with summary. Waiting to hear back from Michael May on several matters regarding over and under payments.

- Donation to Hammond Public Library in the amount of \$250. Audit findings will agree, none of the current members were on the board at that time.
- Richard Englund \$9.08 incorrectly taken for car allowance was refunded by the Village prior to the audit, will be requested that this finding be rescinded.
- Seven members incorrectly paid: David Carlson, Matthew Collins, Gerard DuMelle, Matthew Long, Norman Pannhausen, James Oskrowbra and Alan Pedersen. We don't have jurisdiction to go back to rectify amounts regarding David Carlson and Matthew Collins. Gerard DeMelle information will be reviewed and he will be repaid if it shows this is correct. Matt Long, Laura disagrees that the incorrect salary was used. Norman Pannhausen will be reviewed with Lauterbach and Amen. James Oskrowbra and Alan Pedersen will be reviewed.

- Annual re-evaluations not taking place, we agree with this finding and since Laura Goodloe's retention procedures have been implemented to have retirees examined annually.
- Corporate Records. Minutes to be signed by Secretary and President of the Fund. Rachel Musiala and Patrick Seeger to send letters regarding appointment to the fund, pension fund website does include appointment dates. Patrick's appointment was documented in the minutes. Every first quarter meeting add an election agenda item, add each person term and state who is up for re-election.
- Behnke, Czarnecki and McIntyre have been firefighters for about 8 years, they will be formally accepted into the firefighters' pension fund.
- Brian Peters, Matt Reeves (minutes of 1/18/18) date of separation needed, Jack Schaefer. We can either go back to old minutes to amend or add to the new agenda and minutes. Recommending anything needing to be rectified be added to next meeting's agenda and minutes and everything to each person's file.
- Annual statements to be double checked by Michael May.

Once the Department of Insurance receives our response, they'll issues a final report. There will be no fines. Laura Goodloe is working on the draft response which will be filed Wednesday, June 24, with the Department of Insurance.

- IV. Closed Session (if needed). None.
- V. Adjournment. Motion to adjourn at 10:18 am by Bob Orr, second by Matt Collins. Roll Call Vote: Bob Orr, aye, Matt Collins, aye, Rachel Musiala, aye, Patrick Seeger, aye, Matt Fijalkowski, aye.