

**PONDEROSA FIRE DISTRICT**  
**Public Safety Personnel Retirement System Local Board**  
**Regular PSPRS Board Meeting Minutes**

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At location PFD Station #82  
11951 W. Shadow Mountain Dr. Bellemont, AZ 86015  
March 23, 2020 – 9:00 a.m.

**MINUTES**

1. **Call to Order / Roll Call** – PSPRS Chairperson, Ryan McKay called the Local PSPRS Board meeting to order at 9:05 a.m. and acknowledged there was a quorum.

Present:

Ryan McKay, Local Board Chairperson  
Terri Coufal, Member  
Tyler Packer, Member  
Kristy Seifert, Office Manager

Absent: Excused

Carl Whiting, Member  
Marina Mitchell, Member

2. **Pledge of Allegiance** - Lead by Chairperson, Ryan McKay.
3. **Call to the Public** - None
4. **Approval of Minutes** -
- a. **Approval and acceptance of Regular PSPRS Board Meeting Minutes for Monday, November 04, 2019.** - Stand approved as written.
5. **New Business** -
- a. **Discussion and possible action regarding the PFD PSPRS Pension Funding Policy as Required by A.R.S. §38-863.01.** (*Office Manager Seifert*)  
Discussion: Chairperson McKay asked the members if they all had a chance to review the PFD Pension Funding Policy. Office Manager Seifert stated that the policy now reflects our Tier 3 members as well, which is an update from last year. She explained that the District is required to have the pension funding policy in place and reviewed annually to maintain the Districts goal of 100% funding.
- The Board Members had no issues with the proposed policy.
- Action: Member Coufal made motion to approve and forward to the PFD Board of Directors for their adoption, the 2020-02 Resolution and PFD PSPRS Pension Funding Policy. Member Packer seconded the motion; Vote was unanimous of those present.
- b. **Discussion and update regarding PSPRS Local Board & Employer Seminar training.** (*Office Manager Seifert*)  
Discussion: Chairperson McKay asked if the handout was an example of the online modules. Office Manager Seifert replied yes.

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Office Manager Seifert explained to the board members that the PSPRS website had online training resources and online learning modules for use to help stay informed about the duties as board members and the handout was a sample of one module.

Office Manager Seifert explained that she attended the one-day conference in Phoenix last January and that it had the largest attendance compared to prior years and felt the conference was very informative. She informed the Board that PSPRS has contracted a new consulting firm Foster & Foster. She stated that there was a new actuarial modeling tool being rolled out by Brad Heinrichs of Foster & Foster that is designed to help employers gauge the impacts of employer specific decisions and factors, including contribution amounts, amortization periods, hiring and attrition.

The PSPRS Local Board Members had no other questions.

**Action:** No action.

**6. Executive Session** – None

**7. Adjournment** – By motion of Member Coufal, seconded by Member Packer and there being no further business to discuss, the regular session of the PFD PSPRS Local Board held on March 23, 2020, adjourned at 9:12 a.m.



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Ryan McKay, PSPRS Board Chairman  
Clerk of Ponderosa Fire District Board of Directors