THE FUND | RETIREE HEALTH & WELLNESS
SAN ANTONIO FIRE AND POLICE

Fire and Police Retiree Health Care Fund, San Antonio
Personnel/Audit Committee
September 5, 2024

PRESENT: Jason Sanchez, Police Department Representative (Committee Chair)
Steven Carse, Fire Department Representative (Committee Member);

ABSENT: Frank Gutierrez, Retired Fire Representative (Committee Member);

OTHERS PRESENT: Doug Berry, Fire Department Representative (Chairman of the Board);
Chris Lutton, Police Department Representative
Mike Despres, Retired Police Representative;
James Bounds, Executive Director;

At 10:30 a.m., Chair Sanchez called the committee meeting to order. The roll was called, and a quorum was declared present. The minutes from the meeting held on July 31, 2024, were reviewed and unanimously approved upon motion by Trustee Carse and second by Trustee Sanchez.

EXECUTIVE SESSION: None.

ACTION ITEMS:

1. Consider recommendation for Levi Ray & Shoup (LRS) contract for Record Management System:
A discussion occurred on the developing topic of records management for the fund office. Upon motion by Trustee Carse and second by Trustee Sanchez, the Personnel / Audit Committee's recommendation was unanimously approved to direct staff to finalize the services agreement and seek board approval for the finalized contract with LRS.

2. Executive Director Performance Review Format:
A discussion occurred regarding the Executive Director's semi-annual performance review.

ADJOURNMENT: There being no further business, a motion was made by Trustee Carse and second by Trustee Sanchez that the meeting adjourn. The motion carried unanimously. The meeting adjourned at 11:04 a.m.