

Debbie Tuckerman

From: DivisionOfRetirement@rol.frs.state.fl.us
Sent: Wednesday, March 09, 2016 5:01 PM
To: Debbie Tuckerman
Subject: 2016 Municipal Police Officers' and Firefighters' Trustee School Invitation

TO: Board of Trustee Members and Other Interested Parties

FROM: Division of Retirement
Municipal Police Officers' and Firefighters' Pension Office

SUBJECT: 37th Annual Police Officers' & Firefighters' Pension Trustees' School
May 16 - 18, 2016, Tallahassee, Fla.

You are cordially invited to attend the 37th Annual Police Officers' & Firefighters' Pension Trustees' School scheduled for May 16 - 18, 2016, sponsored by the Department of Management Services' Division of Retirement (Division), in conjunction with The Florida State University's Center for Academic & Professional Development. This program is uniquely designed for pension plans established under Chapters 175 & 185, Florida Statutes.

Monday's program, on May 16, is designed specifically for new trustees, for those interested in becoming trustees, and for those who want a basic understanding of the operation of police and fire pension plans. The program will offer a no-nonsense explanation of how the plans work. An attorney, an actuary, and the Division will provide presentations on the trustees' responsibilities. We encourage participants to ask questions and participate in group discussions focusing on the fundamentals of pension fund management. If you are a new trustee, we encourage you to participate in this special program. The registration fee for the one-day program is \$120.

Tuesday and Wednesday's programs, on May 17 and 18, are designed for both the new and seasoned trustee and will feature presentations on legal, investment, administrative, and ethics issues, as well as an update on new Police and Fire annual report submission. Speakers will range from State of Florida agency representatives to experts in the field of pension plans. There will be an opportunity for questions and answers after each speaker, to provide you a chance to address concerns specific to your plan. The registration fee for the two-day program is \$210.

If you wish to attend all three days, the registration fee is \$300. Each day's registration fee covers the cost of materials, refreshment breaks and lunch.

Cancellations must be received in writing by May 13, 2016, or you may be liable for the full registration fee. Any cancellations received after May 13, 2016, must be accompanied by notarized documentation from a supervisor indicating that you have been called to duty.

The program will be held at the Augustus B. Turnbull, III Florida State Conference Center, home of the Center for Academic & Professional Development. The Conference Center is located at 555 West Pensacola Street, Tallahassee, FL, across from the Tallahassee-Leon County Civic Center. You may register with Florida State University (FSU) for the program by

going to our website at www.myflorida.com/frs/mpf for a direct link to the online registration site. The registration link will be made available in the upcoming week.

Please note, prior to registering, make sure you have the correct billing information, and attendee information. If you are registering on behalf of another individual, please use that individual's email address as the contact email and select the third party payment option, if the individual is not paying the registration themselves.

Florida State University has asked that all returning guests please make sure to select "returning guest" on the online registration. If someone else is registering for you, that individual should have your email address and the password used the last time you registered online. If you forgot the password, there is an option to retrieve it.

Florida State University will award a Certificate of Completion at the closing of the school. The Florida Public Pension Trustee Association will make Continuing Education Credits available for each participant. Attendance confirmation will be provided for accountants and attorneys wishing to apply for CPE and CLE credits.

Hotel accommodations may be made at the Residence Inn Tallahassee Universities at the Capitol. The room rate is \$129.00 per night and includes free parking, high speed internet, breakfast and fitness center. When reserving the room, please note that the website states \$10 for parking. We received confirmation that this fee will be waived, but the hotel was unable to remove that statement from their website. To make a reservation, please click [here](#). The hotel is located directly next to the conference center.

All police officer and firefighter plan participants, board of trustee members, plan sponsors, administrators, accountants, actuaries, investment advisors, legal counselors, other advisors, and anyone interested in the administration and operation of the Chapters 175 and 185 Pension Plans, should take advantage of this unique, insightful and informative program.

You may access information and updates about the Trustees' School, including area maps, a copy of the program when completed, and links to register with FSU on our website at www.myflorida.com/frs/mpf. If you have any questions, you may contact our office toll free at 877-738-6737, or locally at 850-922-0667.

I look forward to meeting with you in Tallahassee in June!

Sincerely,

Sarah Carr
Benefits Administrator
Municipal Police Officers' and
Firefighters' Retirement Funds