

**PALM BAY POLICE AND FIREFIGHTERS' PENSION
PLANBOARD OF TRUSTEES
Special Meeting 22-12**

Held on the 14th of September, 2022 at Robert J. Conlan Professional Center, 1501 R. J. Conlan Blvd., NE, Suite 240, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida.

Timothy W. Lancaster, Chairperson, called the meeting to order at the hour of 9:15 a.m.

ROLL CALL:

CHAIRMAN:	Timothy W. Lancaster	Present
VICE CHAIRMAN:	Jason Dorey	Absent
SECRETARY:	James W. Brock	Absent
TRUSTEE, BRD APPT:	Anthony T. Sacco	Present
TRUSTEE, CITY COUNCIL:	Benjamin J. Kiszkiel	Present

Also, in attendance was Ms. Katie Taglia-Polak, Office Manager, Palm Bay Police and Firefighters' Pension Fund. Ms. Michelle Nitti arrived at 9:21 a.m. and Ms. Alice Tabares arrived at 9:40 a.m.

AGENDA REVISIONS:

Motion by Mr. Sacco, seconded by Mr. Kiszkiel under Interviews for Pension Assistant Position: to move 5. Chanda Kelley 10:50 a.m. to 10:30 a.m. and remove 3. Orine Robinson 10:10 a.m. 4. Sheri Escalante 10:30 a.m. and 6. Mandy Updegraff 11:10 a.m. Motion carried with members voting as follows: Mr. Sacco, Yea; Mr. Kiszkiel, Yea; and Mr. Lancaster, Yea.

CONSENT AGENDA:

No consent items were presented.

INTERVIEWS FOR THE PENSION ASSISTANT POSITION:

1. Michelle Nitti 9:30 a.m.-Ms. Nitti arrived at 9:21 a.m. She was introduced to the Board. The number of hours and job were reviewed with Ms. Nitti. She has been working with Morgan Stanley for six weeks in a temp position and needs benefits. The job at Morgan Stanley is relaxing. Ms. Nitti is good with people. She wants to help people. She has never been fired, has a clean background. It was made clear to Ms. Nitti that the position does not offer health, dental or vision. Ms. Nitti is willing to travel. She is a quick learner and top performer. Ms. Nitti left at 9:28 a.m.
2. Alice Tabares 9:50 a.m.-Ms. Tabares arrived at 9:40 a.m. She was introduced to the Board. Ms. Tabares relocated to Brevard from south Florida in January to be closer to family. She worked at a non-profit for four years. She is looking for a place that offers some growth. She has never been fired from a job and has a clean background. Ms. Tabares asked if this was full or part time. The number of hours and job were reviewed. She is willing to travel and attend training within Florida. There would be out-of-state opportunities after completion FPPTA certification. She is in the process of a second Associates Degree in Office Management. Ms. Tabares left at 9:54 a.m.
3. Chanda Kelley 10:30 a.m. -Ms. Kelley did not arrive for her scheduled time. There was discussion as to where to put the new person. Motion by Mr. Sacco, seconded by Mr. Kiszkiel to move the copier to the Trustees' office and the copier room will be used for the new employee's office. Motion carried with members voting as follows: Mr. Sacco, Yea; Mr. Kiszkiel, Yea; and Mr. Lancaster, Yea. There was discussion about hiring two people. One person for thirty-two (32) hours a week and the other for sixteen (16) hours a week. There was discussion about the applicants and positives of each. Motion by Mr. Sacco, seconded by Mr. Kiszkiel to offer Ms. Tabares the part time Pension Assistant

position for thirty-two (32) hours per week at \$20.00 per hour pending background check, motor vehicle and drug screen. Motion carried with members voting as follows: Mr. Sacco, Yea; Mr. Kiszkiel, Yea; and Mr. Lancaster, Yea.

INPUT FROM ACTIVE AND RETIRED PLAN MEMBERS:

There was no input from any active or retired plan members.

INPUT FROM THE PUBLIC:

There was no input from the public.

ADJOURNMENT:

Motion by Mr. Sacco, seconded by Mr. Kiszkiel to adjourn the meeting at 10:34 a.m. Motion carried with members voting as follows: Mr. Sacco, Yea; Mr. Kiszkiel, Yea; and Mr. Lancaster, Yea.



Timothy W. Lancaster

ATTEST:



Anthony T. Sacco, Trustee