

**MINUTES OF THE MEETING OF COMMITTEE #2  
OF THE BOARD OF TRUSTEES  
OF THE  
TAMPA FIREFIGHTERS & POLICE OFFICERS PENSION BOARD  
3001 North Boulevard  
Tampa, FL 33603 (813) 274-8550  
Thursday, September 14, 2006 9:00 a.m.**

Committee #2 of the Board of Trustees of the City Pension Fund for Firefighters and Police Officers in the City of Tampa met in the Pension Office Conference Room on Thursday, September 14, 2006 at 9:20 a.m. [meeting began late] to review the proposals received from the Request for Proposal (RFP) for General Board Counsel services with the following members present:

Tracy Walker, Chair  
Patrick Lynch  
Sharon Fox

Mr. Walker advised that he had reviewed all four proposals received in the Request for Proposal (RFP) for General Board Counsel services and that he felt that all four candidate firms were well qualified and recommended bringing all four candidate firms to the board. By consensus, the committee agreed to present all four candidate proposals to the board and to conduct interviews before the board as scheduled on September 28, 2006 from 2:00 – 5:00 p.m.

There was discussion regarding the length of the presentation, followed by questions and answers. By consensus, the committee agreed to a not-to-exceed five (5) minute prepared presentation, followed by a twenty-five (25) minute Q&A session as follows:

2:00 Ronald J. Cohen, PA  
2:30 Klausner & Kaufman  
3:00 James B. Loper, PA  
3:30 Sugarman & Susskind

It was agreed by consensus that the presentations and Q&A sessions would be followed by board discussion, including compilation of the quantitative scoring results based upon the criteria evaluation as contained in the RFP, and the qualitative results based upon the interviews and Q&A sessions before the board.

There was discussion regarding the proposals and additional questions that the committee would like posed of each candidate, including: 1) would the firm be willing to waive copy charges in the normal course of business (excluding large volume litigation material) and fax charges?; 2) please address additional security of laptops and external hard drives; and 3) how is in-state and out-of-state research conducted and how is it charged?

There was discussion regarding checking references by the committee, including existing clients listed as primary references, existing clients that were listed but not as primary references, former clients or clients that had recently completed a transition to/from another firm. In the reference check selection process, there was discussion regarding checking references of plans that are primarily police or fire, similar in size (dollar and/or plan member) to Tampa F&P, and geographic locations. After extensive discussion, the references to be checked by the committee (5 references per RFP candidate) were agreed upon by consensus and assigned to and accepted by each committee member in rotating alphabetic order.

The meeting was adjourned at 11:00 a.m.

**October 26, 2006 board meeting: It was moved by Mr. Lynch, seconded by Ms. Fox and by unanimous vote to approve the minutes of the September 14, 2006 Committee 2 meeting as written.**