

AUDIT REPORT



CITY OF NEW YORK
OFFICE OF THE COMPTROLLER
BUREAU OF FINANCIAL AUDIT
WILLIAM C. THOMPSON, JR., COMPTROLLER

Audit Report on the Financial and Operating Practices of the Uniformed Fire Officers Association Family Protection Plan

FL04-094A

June 30, 2004



THE CITY OF NEW YORK
OFFICE OF THE COMPTROLLER
1 CENTRE STREET
NEW YORK, N.Y. 10007-2341

WILLIAM C. THOMPSON, JR.
COMPTROLLER

To the Citizens of the City of New York

Ladies and Gentlemen:

In accordance with the responsibilities of the Comptroller contained in Chapter 5, § 93, of the New York City Charter, my office has examined the financial and operating practices of the Uniformed Fire Officers Association Family Protection Plan (the Plan), for the period July 1, 2001, through June 30, 2002. Under the terms of its agreement with the City, the Plan provides health and welfare benefits to eligible uniformed fire officers and their dependents .

The results of our audit, which are presented in this report, have been discussed with Plan officials, and their comments have been considered in preparing this report.

Audits such as this provide a means of ensuring that benefit funds are spending moneys in the best interest of their members and are complying with applicable procedures and reporting requirements, as set forth in Comptroller's Internal Control and Accountability Directive 12, Employee Benefit Funds—Uniform Reporting and Auditing Requirements.

I trust that this report contains information that is of interest to you. If you have any questions concerning this report, please contact my audit bureau at 212-669-3747 or e-mail us at audit@Comptroller.nyc.gov.

Very truly yours,

A handwritten signature in cursive script that reads "William C. Thompson, Jr.".

William C. Thompson, Jr.

WCT/gr

Report: FL04-094A
Filed: June 30, 2004

*The City of New York
Office of the Comptroller
Bureau of Financial Audit*

**Audit Report on the
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Family Protection Plan**

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Audit Report In Brief

The Comptroller's Office performed an audit on the financial and operating practices of the Uniformed Fire Officers Association Family Protection Plan (the Plan) for Fiscal Year 2002. The Plan, which was established to receive contributions from the City of New York, provides health and welfare benefits to eligible uniformed fire officers and their dependents. The Plan is required to conform to Comptroller's Directive 12, which sets forth accounting, auditing and financial guidelines for City welfare funds and their boards of trustees. As of June 30, 2002, the Plan reported net assets of \$6,999,885.

Audit Findings and Conclusions

The Plan generally complied with the procedures and reporting requirements of Directive 12. In addition, the Plan generally complied with its benefit-processing and accounting procedures, and those procedures were adequate and proper. Furthermore, the Plan's administrative expenses were generally appropriate and reasonable. All City contributions were accounted for and deposited in the Plan's bank account. Also, the Plan's expenses were accurately recorded in its trial balance and cash disbursements journal, and adequate supporting documentation was maintained for most expenses paid. However, we found some weaknesses in the Plan's financial and operating practices. Specifically, the Plan:

- Misstated benefit and administrative expenses on its financial statements and its Directive 12 filing.
- Made questionable reimbursements, totaling \$3,805, to the Chairman of the Board of Trustees (Chairman) and two Trustees.
- Made improper benefit payments totaling \$4,446.
- Made improper payments totaling \$13,141 for Union-related expenses.

- Did not maintain complete and accurate records of those persons for whom it is paying COBRA benefits and of the premium payments received from these individuals to pay for the coverage.
- Paid claims for dependents whose eligibility was not documented.
- Did not maintain complete employee attendance records detailing the time-in and time-out and absence or lateness to be charged against earned vacation or sick leave.

Audit Recommendations

To address these issues, we recommend that the Plan:

- Ensure that administrative and benefit expenses are recorded accurately on its financial statements, in accordance with Comptroller's Directive 12.
- Recoup \$3,805 in questionable reimbursements from the Chairman and the Trustees.
- Ensure that it pays for benefits only for eligible individuals, in accordance with its guidelines.
- Discontinue paying Union expenses.
- Recoup \$13,141 from the Union for the improper payments cited in this report.
- Maintain complete and accurate records of COBRA premium payments received.
- Provide COBRA benefits only to individuals who make the required premium payments.
- Maintain copies of all documentation in members' permanent files to substantiate eligibility of dependents.
- Maintain daily attendance records for its employees.

INTRODUCTION

Background

The Uniformed Fire Officers Association Family Protection Plan (the Plan) was established on March 23, 1965, under the provisions of a Fund Agreement between the City of New York and Uniformed Fire Officers Association (the Union) as well as a Declaration of Trust. The Plan provides health and welfare benefits to uniformed fire officers in the following titles: Lieutenant, Captain, Battalion Chief, Deputy Chief, Supervising Fire Marshal, Administrative Fire Marshal, Fire Medical Officer, Medical Officer, Chief Medical Officer. The Plan also provides benefits to members' spouses and dependents.

Table I, following, shows the benefits that were available and the amounts paid for these benefits for the 2,446¹ Plan members during our audit period—July 1, 2001, through June 30, 2002.

¹ According to the Trustees' Management Letter, the Plan had 2,446 members on June 30, 2002.

TABLE I
Plan Benefits and Amounts Paid, Fiscal Year 2002

Benefit	Amount	Coverage
Dental	\$1,152,879	Each member selects either an insured or self-insured plan. ² If the member selects the insured plan, Dentcare Delivery Systems (Dentcare) bills the Plan \$33.50 per month per member to provide benefits to the members and dependents based on a schedule of benefits. If the member selects the self-insured plan, the member is reimbursed by the Plan's third party administrator, Healthplex, based on a schedule of allowances. Members and eligible dependents are entitled to a maximum benefit of \$5,000 per family each benefit year—September through August.
Prescription Drugs	\$1,141,568	Members and their eligible dependents are entitled to a maximum benefit of \$5,000 per family per year. For prescriptions filled at participating pharmacies, National Medical Health Card (NMHC) reimburses members at a rate of 90 percent for drugs that have been approved by the Plan, after exceeding a \$100 deductible. If non-participating pharmacies are used, members are reimbursed according to a fee schedule.
Life Insurance	\$184,384	Beneficiaries receive \$30,000 for the death of an eligible member.
Optical	\$158,005	Members and eligible dependents are entitled to an eye exam and one pair of prescription eyeglasses every year from a participating optical provider. If a non-participating provider is used, members are reimbursed according to a fee schedule.
Hearing Aid	\$0	Eligible dependents are entitled to a maximum reimbursement of \$300 per ear for hearing aid purchases and repair every five years.
Expanded Medical	\$21,412	For HIP members only. Members are reimbursed according to a fee schedule for durable medical equipment, prosthetic or orthopedic devices, and private nursing services
	\$2,658,248	

During Fiscal Year 2002, the Plan provided benefits through contracts with National Medical Health Card (prescription drugs); Healthplex, Inc., Dentcare Delivery Systems (dental); Amalgamated Life Insurance (life insurance); and HIP (expanded medical insurance). Optical benefits were provided by the Plan through various carriers or through direct reimbursement,

² For insured benefits, the Plan pays a premium to an insurance company to provide covered benefits to members. For self-insured benefits, the Plan directly provides covered benefits through a third-party administrator rather than through an insurance company.

according to a fee schedule. Hearing aid benefits were provided by the Plan through direct reimbursement.

As of June 30, 2002, the Plan reported net assets of \$6,999,885. Table II, following, summarizes audited financial data, as reported by the Plan, for the fiscal years ending June 30, 2001, and June 30, 2002.

TABLE II
Summary of the Reported Plan
Revenues and Expenses

	2001	% of Total Revenue	2002	% of Total Revenue
Employer Contributions	\$3,352,110	90.96 %	\$3,573,455	90.30 %
COBRA	15,938	0.43 %	15,395	0.39 %
Investment or Other Income	317,226	8.61 %	368,467	9.31 %
Total Revenue	3,685,274	100.00 %	3,957,317	100.00 %
Benefit Expenses	2,813,742	76.35 %	2,786,906	70.42 %
Administrative Expenses	132,574	3.60 %	156,742	3.96 %
Total Expenses	2,946,316	79.95 %	2,943,648	74.38 %
Excess (Deficiency) of Revenue	738,958		1,013,669	
Active Plan Balance (Beginning of Year)	5,247,258		5,986,216	
Active Plan Balance (End of Year)	\$5,986,216		\$6,999,885	

Objectives

Our audit objectives were to determine whether the Plan: complied with applicable procedures and reporting requirements set forth in Comptroller's Directive 12; complied with Plan benefit-processing and accounting procedures and whether those procedures were adequate and proper; and paid administrative expenses that were appropriate and reasonable. With regard to Plan benefit-processing and accounting procedures, our audit objectives were to determine the adequacy and effectiveness of the Plan's internal controls related to the processing and reporting of contributions received and benefit and administrative expenses paid; and to assess the Plan's adherence to its benefit payment guidelines.

Scope and Methodology

To achieve our audit objectives, we reviewed Plan financial and operating practices for the period July 1, 2001, through June 30, 2002, the period covered by the latest Directive 12 filings available when we began the audit. We obtained the Plan's Directive 12 filings with the Comptroller's Office, which included its financial statements, federal tax return, and other required schedules. Directive 12 establishes uniform reporting and auditing requirements for City-funded employee benefit plans. To determine whether the Plan complied with the significant terms and conditions of Directive 12, we determined whether the Plan filed:

- an annual CPA report prepared on the accrual basis of accounting, and
- Internal Revenue Service Form 990.

We interviewed the various Plan officials and reviewed the Plan Trust Agreement. We prepared a flowchart and memorandum outlining the Plan's contribution and benefit-processing procedures to document our understanding of these procedures and the internal controls in place. In addition, we reconciled the Plan's certified financial statements with its general ledgers, trial balance, and record of entry adjustments, cash receipts and cash disbursement journals, and other related documentation to determine whether all revenues and expenses were properly recorded.

Specifically, we traced revenue amounts for the audit period from New York City payment vouchers and copies of canceled checks to the Plan's cash receipts journals and bank deposit slips to ascertain whether the Plan's internal controls over revenue were adequate and effective and whether it accurately reported and deposited contributions received.

We also traced all administrative expenses from the cash disbursement journals to supporting documentation, which included vendor invoices, expense allocation reports, and payroll records, to determine whether the Plan had adequate internal controls in place and whether these expenditures were properly recorded, reasonable, and appropriate. To determine the accuracy of employee time and leave balances, we reviewed timekeeping records for all Plan employees for Fiscal Year 2002.

To determine whether all eligible employees were included on the Plan's eligibility database, we randomly sampled the records of 100 of 2,427 employees listed on contribution reports received from the New York City Office of Labor Relations. We compared the employment information contained in these records to Plan membership records.

In addition, we performed the following tests of the Plan's benefit payments to determine whether the internal controls over benefit payments were adequate and effective and whether only eligible members and their dependents received benefits from the Plan³:

- Dental Benefits: For self-insured dental benefits, we traced the individuals listed for the 501 dental claims from two Claim Utilization Reports dated May 9 and May 23,

³ For our tests of benefit expenses, we judgmentally selected May 2002 based on the dollar amount of City contributions received by the Plan during that month.

2002, from Healthplex, Inc., (the Plan's third party administrator) to the City contribution report to confirm member eligibility. We also determined whether reimbursements were correct and did not exceed the amounts specified in the Plan fee schedule. For instances in which a member's spouse or child received benefits, we determined whether a marriage certificate, child's birth certificate, or other proof of dependency was on file. In addition, we traced all 1,451 participants listed on the May 2002 administrative fee invoice from Healthplex to the City contribution report to verify member eligibility. For insured dental benefits, we traced 1,173 participants listed on the May 2002 premium billing from Dentcare Delivery Systems (the Plan's insurance company) to the City contribution report to verify member eligibility.

- Prescription Drugs Benefit: We traced the 3,040 processed claims on the biweekly Detail Billing Report for the period May 1–15, 2002, from NMHC (the third party administrator) to the City contribution report to verify member eligibility. We also determined whether reimbursements were correct and did not exceed the amounts specified in the Plan fee schedule. For instances in which a member's spouse or child received benefits, we determined whether a marriage certificate, child's birth certificate, or other proof of dependency was on file.
- Optical Benefit: We traced the 52 claims on the May 2002 invoice from General Vision—one of the Plan's optical benefits provider—to optical vouchers. We also reviewed the four claims submitted directly by members during the audit period. We then traced the individuals on the vouchers to the City's contribution report to verify eligibility of members. We also determined whether the reimbursements were calculated correctly, supported with proper documentation, and did not exceed the amounts specified in the Plan fee schedule. For instances in which a member's spouse or child received benefits, we determined whether a marriage certificate, child's birth certificate, or other proof of dependency was on file. In addition, we intended to trace the 163 claims from the May 2002 invoice from Comprehensive Professional Systems—the other Plan optical provider—to optical vouchers. However, the Plan was not able to provide us with these vouchers. Thus, we were able to trace the individuals listed on the May invoice to verify eligibility, but we were unable to determine whether the reimbursements were calculated correctly, supported with proper documentation, and did not exceed the amounts specified in the Plan fee schedule. Again, for instances in which a member's spouse or child received benefits, we determined whether a marriage certificate, child's birth certificate, or other proof of dependency was on file.
- Expanded Medical Benefit: We traced the 308 members listed on the May 2002 invoice from HIP, the Plan's insurance company, to the City's contribution report to verify member eligibility.
- Life Insurance: We intended to review the eligibility of individuals covered under the life insurance benefit. However, the invoices from the insurance company do not specify who is covered by the Plan life insurance policy.

The results of the above tests, covering the sampled items, while not projectable to all benefit expenses for the audit period, provided a reasonable basis to assess the Plan's compliance with its benefit processing guidelines.

We reviewed the Plan's records related to payments received in relation to the federal Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA) for the period July 2001 to June 2002 to verify participant eligibility and to confirm whether the participants made the appropriate premium payments to the Plan.

To determine the accuracy of the Plan's bank reconciliations and to account for all checks paid, outstanding, and voided, we reviewed bank records for the Plan's operating account (covering January and June 2002). We also reviewed documentation related to Plan investments (for June 2002) to determine the accuracy of the dollar amounts reported in the financial statements.

This audit was conducted in accordance with generally accepted government auditing standards (GAGAS) and included tests of records and other auditing procedures considered necessary. The audit was performed in accordance with the audit responsibilities of the City Comptroller as set forth in Chapter 5, § 93, of the New York City Charter.

Discussion of Audit Results

The matters covered in this report were discussed with Plan officials during and at the conclusion of this audit. A preliminary draft report was sent to Plan officials and was discussed at an exit conference. We submitted a draft report to Plan officials with a request for comments. We received a response from the Plan on June 15, 2004. The Plan generally agreed with the audit's findings and conclusions. However, it stated that some of the reimbursements for travel questioned in the report were appropriate. The full text of the Plan's comments is included as an addendum to this report.

FINDINGS

The Plan generally complied with the procedures and reporting requirements of Directive 12. In addition, the Plan generally complied with its benefit-processing and accounting procedures, and those procedures were adequate and proper. Furthermore, the Plan's administrative expenses were generally appropriate and reasonable. All City contributions were accounted for and deposited in the Plan's bank account. Also, the Plan's expenses were accurately recorded in its trial balance and cash disbursements journal, and adequate supporting documentation was maintained for most expenses paid.

However, there were some minor weaknesses in the Plan's financial and operating practices, as follows:

- *The Plan misstated benefit and administrative expenses on its financial statements and its Directive 12 filing.* Administrative expenses were understated by \$109,609—41 percent of the Plan's total administrative costs (after our adjustment), and benefit expenses were overstated by the same amount. As a result, the Plan's Key Ratio Schedule, included in its Directive 12 filing was incorrect. For example, the percentage of revenue spent on administration was reported as 3.96 percent rather than 6.73 percent based on the appropriate classification of expenses. The majority of the misclassified expenses pertained to insurance retention costs and administrative fees that were improperly reported as a benefit expense rather than an administrative expense.
- *The Plan made questionable reimbursements to the Chairman of the Board of Trustees (Chairman) and two Trustees.* Specifically, the Plan reimbursed the Chairman \$1,280 and two Trustees a total of \$2,525 for questionable travel-related expenses.
- *The Plan made improper benefit payments.* Of the \$166,614 in benefit payments reviewed, \$4,446 was not paid in accordance with Plan guidelines.
- *The Plan made improper payments totaling \$13,141 for Union-related expenses.* Specifically, the Plan paid: health insurance premiums for a Union employee; for the Union's Director and Officers Liability Insurance policy; and an invoice for services provided by Federal Express to the Union.
- *The Plan does not maintain complete and accurate records of those persons for whom it is paying COBRA benefits and of the premium payments received from these individuals to pay for the coverage.* Consequently, it is impossible to determine who is entitled to COBRA benefits and whether the Plan is receiving the appropriate premium payments for these benefits.
- *The Plan paid claims for dependents whose eligibility was not documented.* Of the 3,760 claims reviewed, 2,649 were for services provided to individuals who were listed as dependents of eligible members. However, for 2,597 (98%) of the 2,649 claims, the Plan had no documentation in its files (i.e., birth certificates, marriage licenses) showing

that these individuals were in fact eligible dependents. Requiring such documentation from its members would help the Plan ensure that it provides benefits only to eligible individuals.

- *The Plan does not maintain complete employee attendance records detailing the time-in and time-out and absence or lateness to be charged against earned vacation or sick leave.* Daily attendance records are necessary for effective payroll control because these records form the basis for the calculations of the amounts to be paid employees. They are also necessary to settle payroll disputes and, at times, to establish the validity of injury and disability claims.

These issues are discussed in detail in the following sections of this report.

The Plan Misstated Benefit and Administrative Expenses On Its Financial Statements and Its Directive 12 Filing

The Plan did not accurately report benefit and administrative expenses for Fiscal Year 2002 on its financial statements and its Directive 12 filing. Administrative expenses were understated by \$109,609—41 percent of the Plan’s total administrative costs (after our adjustment), and benefit expenses were overstated by the same amount. As a result, the Plan’s Key Ratio Schedule, included in its Directive 12 filing was incorrect. For example, the percentage of revenue spent on administration was reported as 3.96 percent rather than 6.73 percent based on the appropriate classification of expenses. These misclassified expenses pertained to insurance retention costs and administrative fees that were improperly classified as benefit expenses rather than as administrative expenses. According to Directive 12, insurance retention costs and administrative fees should be classified as administrative expenses.

In addition, the Plan included a \$22,164 rebate for the Uniformed Fire Officers Association Retired Fire Officers Family Protection Plan (Retiree Plan) from NMHC—the prescription drug provider—as a benefit expense. Finally, the Plan failed to record on its books and records a \$3,115 payment it made to HIP during the audit period. These errors combined with the \$109,609 overstatement discussed above resulted in a net overstatement to benefit expenses of \$128,658, representing approximately four percent of total reported benefit expenses.

It is important that the Plan accurately report its revenue and expenses so that the City can properly assess its financial activities.

Recommendation

1. The Plan should ensure that administrative and benefit expenses are recorded accurately on its financial statements, in accordance with Comptroller’s Directive 12.

Plan Response: “After a review of the findings and Comptroller’s Directive 12, the Fund [Plan] agrees with findings of the audit that the ratio of expenses to benefits was understated. There was misinterpretation of the Directive and consequently some expenses were applied to benefits. The Fund will take steps to insure that administrative and benefit expenses are recorded in accordance with Directive 12 in the future.”

Questionable Reimbursement for Travel Expenses

The Plan reimbursed the Chairman and two Trustees a total of \$3,805 (\$1,280 to the Chairman and a total of \$2,525 to two Trustees) during Fiscal Years 2000, 2001, and 2002 for questionable travel-related expenses.

On April 4, 2001, the Chairman paid for a trip to Ireland for himself, and his two children on his American Express card. According to the expense voucher that the Chairman submitted more than a year after the trip, he was entitled to a \$705 reimbursement—the cost of his airfare and other expenses that he incurred at an education conference in Ireland from Friday, May 25, 2001, to Thursday, May 31, 2001 (Memorial Day Weekend). The Plan reimbursed the Chairman for this amount on July 3, 2002. We question this reimbursement because the Plan could provide no documentation showing that the Chairman attended an educational conference or any other required Plan function in Ireland. In fact, there was no evidence that registration fees or hotel charges were paid; we saw no pamphlets or other literature concerning the purported conference; and, the Plan provided no documentation that the Chairman made a report on the conference to the Trustees.

On April 19, 2001, the Chairman registered for an education conference to be held in Bolton Landing, New York, by paying the \$675 fee to the sponsoring organization—International Foundation of Employee Benefit Plans—on his American Express credit card. On May 4, 2001, the Plan reimbursed the Chairman the \$675. The Chairman, however, was unable to attend the conference. According to the conference’s sponsor, the Chairman’s American Express account was credited on June 6, 2001, for \$575—the \$675 registration fee less a \$100 cancellation fee. We found no documentation that the Chairman reimbursed the Plan for the amount credited to his account.

Although outside our audit period, while researching the above reimbursements, we found a questionable reimbursement totaling \$1,665 made to a Trustee in a prior year. This Trustee received the \$1,665 to reimburse him for expenses allegedly incurred in connection with a four-day education conference held in Lake Tahoe, Nevada. The Trustee registered for the conference and the Plan paid \$720 to the sponsoring organization—International Foundation of Employee Benefit Plans. However, we found that the Trustee canceled his attendance at the conference, and the sponsoring organization refunded the registration fee to the Plan, less a \$150 cancellation fee. Although the Trustee did not attend the conference, he nonetheless submitted a voucher to the Plan on July 5, 2000, for the \$1,665 in alleged expenses. The documentation submitted by the Trustee indicated that he went to Lake Tahoe with a Battalion Chief and another Trustee and was reimbursed for travel expenses, including airfare, hotel, rental car, and food and alcoholic beverages (for three).

Finally, we question \$860 of the \$2,186 reimbursement made to another Trustee for expenses incurred in connection with a six-day education conference held in San Juan, Puerto Rico. We question the \$860 because no documentation was provided for \$658 of expenses, and \$202 was spent on alcoholic beverages. We did not find a bill from the educational conference sponsor or a payment made by the Plan to the sponsor.

Recommendation

2. The Plan should recoup \$3,805 in questionable reimbursements from the Chairman and the Trustees.

Plan Response: “The Chairman did provide documentation for attendance investment conference in April 2001. The conference was conducted on matters germane to the investment policies of the Fund. The Chairman was a panel speaker and consequently the conference sponsor offset the cost of the fees for the conference as well as accommodations. Reimbursed and personal expenses were not submitted, and the Fund did not require documentation for those expenses. The Fund believes the airline fare charged to the Fund was appropriate. The Chairman has reimbursed the Fund \$575 for refunded registration fees for a conference he could not attend due to a line-of-duty funeral.

“The audit found that a Trustee cancelled a conference to Lake Tahoe in a prior period and submitted expenses for that conference. The Trustee did cancel the IFEBF conference, but attended another conference at the same location sponsored by Information Management Network Fire and Police Pension Funds during the same time frame. The discussion topics were considered relevant to the investment policy strategies applied to the reserves of this Fund and the payment of expenses for the substitute conference was appropriate. The ‘trustee expense voucher’ indicates the substituted conference and an attendance roster for the substitute conference is attached. The two other individuals, who attended the same conference, participated as trustees of another fund.

“The audit found that another Trustee was reimbursed \$860 for inappropriate or undocumented expenses. The Fund reviewed the voucher in question and determined that \$381.50 was not submitted with the required documentation and/or were not covered expenses. The Trustee has reimbursed the Fund \$381.50.

“Of the \$3,805 in expenses that the audit found questionable, the Fund determined that \$2,848.50 were justified under the guidelines of the Educational Conference Policy of the Fund, and recovered \$956.50.”

Auditor Comment The topic of the conference attended by the Chairman was “What’s Happening in Pension Plans.” The Plan invests its money to provide benefits to its members. According to the conference outline, nothing concerning

investing Plan money or providing member benefits was discussed. Therefore, we continue to question the \$705 reimbursed to the Chairman.

According to the Plan, the \$1,665 that it reimbursed a trustee for his attendance at a substitute conference was appropriate. However, we still question this reimbursement since we were not provided with an agenda or other documentation showing the specific issues covered at the conference. At a minimum, we believe that the Trustee should reimburse the Plan for \$250 of the \$1,665 (\$246 for food purchases for individuals not affiliated with the Plan plus \$86 for alcoholic beverages). In any case, we are pleased that the Plan recovered the \$956.50 from the Chairman and the Trustee.

Improper Benefit Payments

The Plan made improper benefit payments totaling \$4,446. Specifically, of the \$166,614 in benefit payments reviewed, \$4,446 was not paid in accordance with Plan guidelines. Specifically, the Plan:

- Paid \$2,735 for 84 claims for drugs listed on NMHC’s list of excluded drugs.
- Paid \$737 in dental premiums on behalf of 22 ineligible individuals. Specifically, premiums were paid for individuals who were retired, deceased, or not listed on the City’s contribution report
- Paid \$675 for optical benefits for individuals who were retired or not listed on the City’s contribution report
- Paid \$217 for dental claims on behalf for three individuals who were retired or not listed on the City’s contribution report.
- Paid \$40 in administrative fees associated with self-insured dental benefits for 25 ineligible individuals who were retired, deceased, or not listed on the City’s contribution report
- Paid \$42 in HIP Rider premiums for nine individuals who were deceased or not listed on the City’s contribution report.

Recommendation

3. The Plan should ensure that it pays for benefits only for eligible individuals, in accordance with its guidelines.

Plan Response: “The Fund agrees in substance with findings of the audit, and will reassess its systems to prevent this from recurring.”

Improper Payments

The Plan made improper payments totaling \$13,141 for expenses that should have been paid by the Union. Specifically, the Plan paid: \$9,609 in health insurance premiums for a Union employee; \$3,213 for the Union's Director and Officers Liability Insurance policy; and \$120 to Federal Express for services provided to the Union. We also noted that the Plan overpaid the Union by \$199 for its share of October rent.

Recommendation

The Plan should:

4. Discontinue paying Union expenses.
5. Recoup \$13,141 from the Union for the improper payments cited in this report.

Plan Response: "The Fund agrees in substance with the audit finding on improper payments for expenses properly attributed to the union. These expenses were paid in error. The Fund will seek recovery from the union for these expenses and take better care in the future to avoid paying union expenses."

Inadequate Controls over Accounting for COBRA Payments

Under the terms of the federal Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA), certain former employees, retirees, spouses, and dependent children, upon payment of a premium, are entitled to temporarily continue the group health coverage provided by the Plan. We found that the Plan does not maintain complete and accurate records of those persons for whom it is providing COBRA benefits and of the premium payments it receives from these individuals to pay for the COBRA coverage.

The list of COBRA participants that Plan officials provided us indicated that the Plan received \$15,975 during Fiscal Year 2002 in premiums for COBRA coverage. Plan financial statements, however, showed payments totaling \$15,394, a difference of \$581. This difference would be considered insignificant if either of the amounts was supported by other Plan books and records. However, we found that the Plan member files contained documentation for only \$3,219 of the payments and contained evidence of \$2,459 in payments that were not included on the list of COBRA participants provided by the Plan. In addition, we noted that the Plan provided various benefits to 35 individuals who, according to the Plan list, did not pay the required premiums.

Recommendations

The Plan should:

6. Maintain complete and accurate records of COBRA premium payments received.
7. Provide COBRA benefits only to individuals who make the required premium payments.

Plan Response: The Plan's response did not address these recommendations.

Claims Paid for Dependents Whose Eligibility Was Not Documented

Of the 3,760 claims reviewed, 2,649 were for services provided to individuals who were listed as dependents of eligible members. However, for 2,597 (98%) of the 2,649 claims, the Plan had no documentation in its files (i.e., birth certificates, marriage licenses) showing that these individuals were in fact eligible dependents. Requiring such documentation from its members would help the Plan ensure that it provides benefits only to eligible individuals.

Recommendation

8. The Plan should maintain copies of all documentation in members' permanent files to substantiate eligibility of dependents.

Plan Response: "The Fund agrees that it has not kept an adequate record of the documentation for eligibility of dependents and is in the process of improving its system to require and maintain records of eligibility documents."

The Plan Does Not Maintain Complete Employee Attendance Records

The Plan does not maintain complete employee attendance records detailing the time-in and time-out and absence or lateness to be charged against earned vacation or sick leave. Specifically, the Plan does not keep attendance records for the Plan Administrator or the Assistant Plan Administrator. In addition, the Plan did not have attendance records for its three other employees for eight months of Fiscal Year 2002. Consequently, we could not confirm whether employees were paid for hours they actually worked.

Daily attendance records are necessary for effective payroll control because these records form the basis for the calculations of the amounts to be paid employees. They are also necessary to settle payroll disputes and, at times, to establish the validity of injury and disability claims.

Recommendation

9. The Plan should maintain daily attendance records for its employees.

Plan Response: “The audit found that there was a period of time when primary attendance records could not be produced because the loss of some records during the events of September 11, 2001. A calendar was produced for the period that indicated all incidents of lateness and absence. The current policy calls for time sheets for all clerical/hourly paid employees and a calendar for all supervisory/annually paid employees. Leave balances for all employees are kept current and updated in the Quickbooks payroll account.”

UNIFORMED
FIRE DEPARTMENT, CITY OF NEW YORK
FIRE OFFICERS
LOCAL 834, INTERNATIONAL ASSN. OF FIRE FIGHTERS, AFL-CIO
ASSOCIATION

Chairman
Peter L. Gorman

FAMILY PROTECTION PLAN

Room 411 . 225 BROADWAY . NEW YORK, N.Y. 10007

June 15, 2004

Greg Brooks, Deputy Comptroller
Policy, Audits, Accountancy and Contracts
The City of New York, Office of the Comptroller
1 Centre Street
New York NY 10007-2341

Re: Draft of the Audit Report on the Financial and
Operating Practices of the Uniformed Fire Officers
Association Family Protection Plan
FL04-094A

Dear Mr. Brooks:

We received a draft of the above named audit and supporting documents and hereby reply to the findings and recommendations.

Misstatement of Benefit and Administrative Expenses

After a review of the findings and Comptroller's Directive 12, the Fund agrees with findings of the audit that the ratio of expenses to benefits was understated. There was misinterpretation of the Directive and consequently some expenses were applied to benefits. The Fund will take steps to insure that administrative and benefit expenses are recorded in accordance with Directive 12 in the future.

Questionable Reimbursement for Travel Expenses

The Chairman did provide documentation for attendance investment conference in April 2001. The conference was conducted on matters germane to the investment policies of the Fund. The Chairman was a panel speaker and consequently the conference sponsor offset the cost of the fees for the conference as well as accommodations. Reimbursed and personal expenses were not submitted, and the Fund did not require documentation for those expenses. The Fund believes the airline fare charged to the Fund was appropriate. The Chairman has reimbursed the Fund \$575 for refunded registration fees for a conference he could not attend due to a line-of-duty funeral.

The audit found that a Trustee cancelled a conference to Lake Tahoe in a prior period and submitted expenses for that conference. The Trustee did cancel the IFEBF conference, but attended another conference at the same location sponsored by Information Management Network Fire and Police Pension Funds during the same time frame. The discussion topics were considered relevant to the investment policy strategies applied to

the reserves of this Fund and the payment of expenses for the substitute conference was appropriate. The "trustee expense voucher" indicates the substituted conference and an attendance roster for the substitute conference is attached. The two other individuals, who attended the same conference, participated as trustees of another fund. The audit found that another Trustee was reimbursed \$860 for inappropriate or undocumented expenses. The Fund reviewed the voucher in question and determined that \$381.50 was not submitted with the required documentation and/or were not covered expenses. The Trustee has reimbursed the Fund \$381.50. Of the \$3,805 in expenses that the audit found questionable, the Fund determined that \$2,848.50 were justified under the guidelines of the Educational Conference Policy of the Fund, and recovered \$956.50.

Improper Benefit Payments

The Fund agrees in substance with findings of the audit, and will reassess its systems to prevent this from recurring.

Improper Payments

The Fund agrees in substance with the audit finding on improper payments for expenses properly attributed to the union. These expenses were paid in error. The Fund will seek recovery from the union for these expenses and take better care in the future to avoid paying union expenses.

Eligibility Documentation for Dependents

The Fund agrees that it has not kept an adequate record of the documentation for eligibility of dependents and is in the process of improving its system to require and maintain records of eligibility documents.

Employee Attendance Records

The audit found that there was a period of time when primary attendance records could not be produced because the loss of some records during the events of September 11, 2001. A calendar was produced for the period that indicated all incidents of lateness and absence. The current policy calls for time sheets for all clerical/hourly paid employees and a calendar for all supervisory/annually paid employees. Leave balances for all employees are kept current and updated in the Quickbooks payroll account.

If there is any question, please call either me, Kevin Sullivan or Richard Goldstein.

Sincerely,



Peter L. Gorman
Chairman

TRUSTEE EXPENSE VOUCHER

ADDENDUM
3 of 36

(Name of Trust Fund(s))

THIS VOUCHER IS FOR:

- EXPENSES IN CONNECTION WITH ATTENDANCE AT TRUST MEETING AT _____ ON _____
(Location) (Date(s))
- EXPENSES IN CONNECTION WITH ATTENDANCE AT EDUCATIONAL MEETING AT _____
(Location)
- ON _____ SPONSORED BY _____
(Session Date(s)) (Meeting Sponsor)
- OTHER: PUBLIC EMPLOYEE CONFERENCE
(Describe Reason for Incurring Expenses)

TRANSPORTATION:

DATE OF DEPARTURE 11/29/01 DATE OF RETURN 12/5/01

PRIVATE AUTOMOBILE 130 MILES AT 34.5 PER MILE \$ 44.85

AIRFARE TRAIN BUS (ATTACH COPY OF TICKET) 356.14 \$ 370.00

RENTACAR AT MEETING LOCATION (ATTACH COPY OF BILL) \$ _____

HOTEL OR MOTEL:

HOTEL OR MOTEL EXPENSE (ATTACH COPY OF BILL) \$ 1207.10

MEETING REGISTRATION FEE:

MEETING REGISTRATION FEE EXPENSE (ATTACH RECEIPT) \$ _____

DAILY EXPENSES:

DAILY EXPENSES (FROM REVERSE SIDE OF VOUCHER) \$ 564.64

TOTAL EXPENSES \$ 2186.59

SETTLEMENT

TOTAL EXPENSES WHICH I INCURRED \$ 2186.59

LESS THE AMOUNT I RECEIVED AS AN ADVANCE (IF ANY) \$ _____

EQUALS

REFUND WHICH I OWE TO TRUST FUND. MY CHECK IS ATTACHED. \$ _____

OR

AMOUNT OWING ME BY TRUST FUND. I REQUEST REIMBURSEMENT. \$ 2186.59

I HEREBY CERTIFY THAT THE EXPENSES DETAILED ON THIS VOUCHER ARE THE PROPER AND ACTUAL EXPENSES WHICH I INCURRED IN CONNECTION WITH THE TRUST FUND ACTIVITY NOTED ABOVE.

DATED THIS 27 DAY OF Dec, #02001

Michael C. Currid
(Signature of Trustee)

(Address and City)

NOTE TO TRUSTEE: This voucher is for expenses personally incurred by you as a Trustee. If transportation charges, hotel deposits, registration fees or any other item has been paid directly by the Trust Fund, do not list on this voucher. If you travel with a family member or other person not connected with the Trust Fund, the expenses of such person are not reimbursable. If such expenses are included on any of the attached bills or receipts, you should note the necessary adjustments on the bill or receipt. (For example: if the hotel or motel bill contains a charge for a double room because of occupancy by a family member, subtract the difference between the double room and a single room and indicate on the bill that only the balance is being charged to the trust fund.) Meals should not be listed if they are otherwise included with air transportation or included on hotel or motel bills. If any expense item requires an explanation, mark the item with an asterisk and write the explanation on the reverse side of this voucher. Reimbursement of expenses claimed on this voucher is subject to any expense policy or limitation which may have been adopted by the Board of Trustees.

SPACE FOR USE OF ADMINISTRATIVE AGENT OR FOR APPROVAL OF TRUST OFFICERS (IF REQUIRED):

DAILY EXPENSES (ATTACH RECEIPTS FOR ANY SINGLE ITEM OF \$25 OR MORE):

NUMBER OF DAYS SPENT ON THIS TRUST FUND ACTIVITY INCLUDING TRAVEL DAYS _____

DATE: 11/29/01
 BREAKFAST & TIP \$ _____
 LUNCH & TIP \$ _____
 DINNER & TIP *Receipt* \$ 26.50
 BEVERAGES & TIP \$ 16.00
 PORTERS-BELLMEN \$ 6.00
 LIMOS-TAXIS-BUSES *Receipt* \$ 21.00
AIRPORT PARKING \$ 80.19
 (Other) _____
 TOTAL THIS DATE \$ 149.69

DATE: 11/30/01
 BREAKFAST & TIP \$ 11.00
 LUNCH & TIP \$ _____
 DINNER & TIP \$ _____
 BEVERAGES & TIP \$ _____
 PORTERS-BELLMEN \$ _____
 LIMOS-TAXIS-BUSES \$ 20.00
 _____ \$ _____
 (Other) _____
 TOTAL THIS DATE \$ 31.00

DATE: 12/1/01
 BREAKFAST & TIP \$ 10.00
 LUNCH & TIP \$ 91.95 *Recy*
 DINNER & TIP \$ _____
 BEVERAGES & TIP \$ _____
 PORTERS-BELLMEN \$ _____
 LIMOS-TAXIS-BUSES \$ 10.00
 _____ \$ _____
 (Other) _____
 TOTAL THIS DATE \$ 111.95

DATE: 12/2/01
 BREAKFAST & TIP \$ 11.00
 LUNCH & TIP \$ 28.00
 DINNER & TIP \$ _____
 BEVERAGES & TIP \$ 47.00
 PORTERS-BELLMEN \$ _____
 LIMOS-TAXIS-BUSES \$ 10.00
 _____ \$ _____
 (Other) _____
 TOTAL THIS DATE \$ 96.00

DATE: 12/3/01
 BREAKFAST & TIP \$ 11.00
 LUNCH & TIP \$ 21.00
 DINNER & TIP \$ _____
 BEVERAGES & TIP \$ 38.00
 PORTERS-BELLMEN \$ _____
 LIMOS-TAXIS-BUSES \$ 20.00
 _____ \$ _____
 (Other) _____
 TOTAL THIS DATE \$ 90.00

IF MORE THAN FIVE DAYS,
ATTACH AN ADDITIONAL
VOUCHER SHEET

TOTAL OF ALL DAILY EXPENSES \$ _____
 (Transfer amount to front side of voucher)

EXPLANATIONS (IF NEEDED):

A considerable number of funds have inquired to the International Foundation headquarters for some guidance, some "ground rules," in regard to reimbursing trustees and administrators for out-of-pocket expenses directly related to attendance at conferences, seminars, etc. As your educational arm we cannot and will not set "ground-rules." We will, however, provide many educational opportunities for you to determine on your own what is "reasonable and prudent" for your particular trust.

All jointly administered fringe benefit funds are trust funds which, under the language of most trust agreements and general principles of trust law as well as ERISA, can be used *only* for the benefit programs and for *reasonable expenses* in connection with the administration of such programs.

The size and objectives of the funds, the pressure of ample reserves and the expenses ratio are among the variable factors which make it impractical for us to suggest hard and fast rules which should be applied in every instance. For example, a small fund with a large board of trustees does not prudently send all trustees to every educational meeting. However, a larger, well-funded trust, with a small board of trustees, may be able to send all trustees to one or more of our educational functions. Each trustee should itemize his expenses to qualify for reimbursement, and may wish to make a written report of the sessions he attended at educational meetings when he returns, for the record and/or for the benefit of other individuals who did not attend the meeting.

Member trust funds should bear these factors in mind when they make provisions for expenses for their delegates who attend the educational conferences and other meetings. Overriding is the fact that most monies are at issue, and that trustees are legally responsible to see that all expenses are justifiable, reasonable and prudent.

We are confident that each trustee will keep these thoughts in mind when contemplating policy for his particular trust.



DAILY EXPENSES (ATTACH RECEIPTS FOR ANY SINGLE ITEM OF \$25 OR MORE):

NUMBER OF DAYS SPENT ON THIS TRUST FUND ACTIVITY INCLUDING TRAVEL DAYS _____

DATE: 12/4 DATE: 12/5

BREAKFAST & TIP	\$ <u>10.00</u>	BREAKFAST & TIP	\$ <u>8.00</u>	BREAKFAST & TIP	\$ _____
LUNCH & TIP	\$ <u>28.00</u>	LUNCH & TIP	\$ _____	LUNCH & TIP	\$ _____
DINNER & TIP	\$ _____	DINNER & TIP	\$ _____	DINNER & TIP	\$ _____
BEVERAGES & TIP	\$ _____	BEVERAGES & TIP	\$ _____	BEVERAGES & TIP	\$ _____
PORTERS—BELLMEN	\$ _____	PORTERS—BELLMEN	\$ <u>10.00</u>	PORTERS—BELLMEN	\$ _____
LIMOS—TAXIS—BUSES	\$ <u>10.00</u>	LIMOS—TAXIS—BUSES	\$ <u>20.00</u>	LIMOS—TAXIS—BUSES	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
(Other)	\$ _____	(Other)	\$ _____	(Other)	\$ _____
TOTAL THIS DATE	\$ <u>48.00</u>	TOTAL THIS DATE	\$ <u>38.00</u>	TOTAL THIS DATE	\$ _____

DATE: _____ DATE: _____

BREAKFAST & TIP	\$ _____	BREAKFAST & TIP	\$ _____
LUNCH & TIP	\$ _____	LUNCH & TIP	\$ _____
DINNER & TIP	\$ _____	DINNER & TIP	\$ _____
BEVERAGES & TIP	\$ _____	BEVERAGES & TIP	\$ _____
PORTERS—BELLMEN	\$ _____	PORTERS—BELLMEN	\$ _____
LIMOS—TAXIS—BUSES	\$ _____	LIMOS—TAXIS—BUSES	\$ _____
_____	\$ _____	_____	\$ _____
(Other)	\$ _____	(Other)	\$ _____
TOTAL THIS DATE	\$ _____	TOTAL THIS DATE	\$ _____

IF MORE THAN FIVE DAYS,
ATTACH AN ADDITIONAL
VOUCHER SHEET

TOTAL OF ALL DAILY EXPENSES \$ 564.64
(Transfer amount to front side of voucher)

EXPLANATIONS (IF NEEDED):

A considerable number of funds have inquired to the International Foundation headquarters for some guidance, some "ground rules," in regard to reimbursing trustees and administrators for out-of-pocket expenses directly related to attendance at conferences, seminars, etc. As your educational arm we cannot and will not set "ground rules." We will, however, provide many educational opportunities for you to determine on your own what is "reasonable and prudent" for your particular trust.

All jointly administered fringe benefit funds are trust funds which, under the language of most trust agreements and general principles of trust law as well as ERISA, can be used *only* for the benefit programs and for *reasonable expenses* in connection with the administration of such programs. The size and objectives of the funds, the pressure of ample reserves and the expenses ratio are among the variable factors which make it practically impossible to suggest hard and fast rules which should be applied in every instance. For example, a small fund with a large board of trustees does not prudently send all trustees to every educational meeting. However, a larger, well-funded fund with a smaller board of trustees, may be able to send all trustees to one or more of our educational functions. Each trustee should itemize his expenses for reimbursement, and may wish to make a written report of the sessions he attended at educational meetings when he returns, for the record and for the benefit of other individuals who did not attend the meeting.

Funds should bear these factors in mind when they make provisions for expenses for their delegates who attend the educational conferences and that trustees are locally responsible to see that all expenses are

DAILY EXPENSES (ATTACH RECEIPTS FOR ANY SINGLE ITEM OF \$25 OR MORE):

NUMBER OF DAYS SPENT ON THIS TRUST FUND ACTIVITY INCLUDING TRAVEL DAYS _____

DATE: 11/29/01 DATE: 11/30/01 DATE: 12/1/01

Expenses for Puerto Rico Conference

1) Alcoholic Beverages

11/30/01	51.00		
11/30/01	9.50	actually \$19,50	\$10.00
12/1/01	63.50		
12/4/01	<u>77.50</u>		
	\$ 201.50		
	<u>10</u>		
	\$ 211.50		

2) Un-documented

Airticketed	\$ 370.00	American Express Bill Attached.
Dinner 11/29	\$ 26.50	Restaurant Receipt was submitted - Amer Expre Bill attached
Lunch 12/01	\$ 91.95	Restaurant Receipt was submitted - Amer Expre Bill attached.

Lunch	12/2/01	28.00	Used cash
Bev.	12/2/01	47.00	" "
Bev.	12/3/01	38.00	" "
Lunch	12/4/01	28.00	" "
Bev.	12/5/01	29.00	" "
		<u>\$ 170.00</u>	Used Cash

211.50	Alcohol
<u>170.00</u>	No Receipt
\$ 381.50	Total

AUDIT #: FL04-094A
FINANCIAL AND OPERATING PRACTICES OF
LOCAL 854 UNIFORMED FIRE OFFICERS ASSOCIATION
FAMILY PROTECTION PLAN
FISCAL YEAR 2002

QUESTIONABLE TRAVEL EXPENSES FOR PUERTO RICO CONFERENCE

Mike Currid

(1) alcoholic beverages:	on 11/30/01	\$ 51.00	
	on 11/30/01	\$ 9.50	— ACTUAL \$1950
	on 12/1/01	\$ 63.50	
	on 12/4/01	\$ 77.50	
		<u>\$201.50</u>	<u>\$211.50</u> — Disallow

(2) undocumented:	Airticket	\$ 370.00	— <u>Meal receipt.</u>
	Dinner on 11/29/01	\$ 26.50	— RECEIPT WAS SUB
	Lunch on 12/1/01	\$ 91.95	— " " "
	Lunch on 12/2/01	\$ 28.00	— CASH
	Beverages on 12/2/01	\$ 47.00	— CASH
	Beverages on 12/3/01	\$ 38.00	— CASH <u>Disallow.</u>
	Lunch on 12/4/01	\$ 28.00	— CASH
	Beverages on 12/5/01	\$ 29.00	— CASH
		<u>\$ 658.45</u>	

AMERICAN EXPRESS
BILL ATTACHED
\$ 170.00

Total questionable travel expenses \$ 859.95

\$ 211.50
\$ 170.00
\$ 381.50



Mr Michael Currid
18 Larr Tear
Goshen, NY 10924

USA

Arrival	11/29/01	Page	1
Departure	12/06/01	Cashier	/GRETEL
Room Number	0702	HHonors	
No. of Person(s)	2	Frequent Flyer	
Rate \$	170.00		

****INFORMATION BILL****

Caribe Hilton, 12/05/01 03:03 [1]

Date	Description	Debit	Credit
11/29	Room Charge 9006 NY State Public Empl	20.00	
11/29	-Resort Fee	6.00	
11/29	Kindness in Donation KID	1.00	
11/29	-Rm Tax - 9% 9006 NY State Public Empl	1.80	
11/30	Room Charge 9006 NY State Public Empl	20.00	
11/30	-Resort Fee	6.00	
11/30	-Palmeras Lunch Food #0702 : CHECK #505	27.50	
11/30	-Palmeras Lunch Bev. #0702 : CHECK #505	19.50	
11/30	-Palmeras Lunch Grat. #0702 : CHECK #505	6.00	
11/30	-Oasis Bev. #0702 : CHECK #502	45.00	
11/30	-Oasis Grat. #0702 : CHECK #502	6.00	
11/30	-Refreshment Center #0702 : CHECK #482	2.50	
11/30	Kindness in Donation KID	1.00	
11/30	-Rm Tax - 9% 9006 NY State Public Empl	1.80	
12/01	Room Charge 9006 NY State Public Empl	20.00	
12/01	-Resort Fee	6.00	
12/01	-Oasis Bev. #0702 : CHECK #778	53.50	
12/01	-Oasis Grat. #0702 : CHECK #778	10.00	
12/01	Kindness in Donation KID	1.00	
12/01	-Rm Tax - 9% 9006 NY State Public Empl	1.80	
12/02	Room Charge	170.00	
12/02	-Resort Fee	6.00	
12/02	Maid Service	1.00	
12/02	Kindness in Donation KID	1.00	
12/02	-Rm Tax - 9%	15.30	
12/03	Room Charge	170.00	
12/03	-Resort Fee	6.00	

PO Box 9021872, San Juan, Puerto Rico 00902-1872
Telephone: (787) 721 0303 Facsimile: (787) 721 6409
email: info@caribe.hilton.com

Estoy de acuerdo que la deuda de esta cuenta relacionada con mi visita no ha sido prescrita y queda acordado que legalmente soy personalmente responsable en el evento que la persona indicada, compañía o asociación, fallara en pagar una parte o la cantidad total de estos cargos.

I agree that my liability for the bill related to my visit is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.



Mr Michael Currid
18 Larr Tear
Goshen, NY 10924

USA

Arrival	11/29/01	Page	2
Departure	12/06/01	Cashier	/GRETEL
Room Number	0702	HHonors	
No. of Person(s)	2	Frequent Flyer	
Rate \$	170.00		

****INFORMATION BILL****

Caribe Hilton, 12/05/01 03:03 [1]

Date	Description	Debit	Credit
12/03	Maid Service	1.00	
12/03	Kindness in Donation KID	1.00	
12/03	-Rm Tax - 9%	15.30	
12/04	Room Charge	170.00	
12/04	-Resort Fee	6.00	
12/04	-Oasis Bev. #0702 : CHECK #372	65.50	
12/04	-Oasis Grat. #0702 : CHECK #372	12.00	
12/04	Maid Service	1.00	
12/04	Kindness in Donation KID	1.00	
12/04	-Rm Tax - 9%	15.30	
12/05	Room Charge	170.00	
12/05	-Resort Fee	6.00	
12/05	-Palmeras Lunch Food #0702 : CHECK #968	6.50	
12/05	-Palmeras Lunch Food #0702 : CHECK #125	41.50	
12/05	-Palmeras Lunch Bev. #0702 : CHECK #125	18.00	
12/05	-Palmeras Lunch Grat. #0702 : CHECK #968	1.50	
12/05	-Palmeras Lunch Grat. #0702 : CHECK #125	11.50	
12/05	-Atlantico Lunch Bev. #0702 : CHECK #578	18.00	
12/05	-Atlantico Lunch Grat. #0702 : CHECK #578	3.00	
12/05	Maid Service	1.00	
12/05	Kindness in Donation KID	1.00	
12/05	-Rm Tax - 9%	15.30	

Total	1207.10
Balance	1207.10 USD

PO Box 9021872, San Juan, Puerto Rico 00902-1872
Telephone: (787) 721 0303 Facsimile: (787) 721 6409
email: info@caribe.hilton.com

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I agree that my liability for the bill related to my visit is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.



Mr Michael Currid
18 Larr Tear
Goshen, NY 10924

USA

Arrival 11/29/01
Departure 12/06/01
Room Number 0702
No. of Person(s) 2
Rate \$ 170.00

Page 3
Cashier /GRETTEL
HHonors
Frequent Flyer

****INFORMATION BILL****

Caribe Hilton, 12/05/01 03:03 [1]

Date	Description	Debit	Credit
------	-------------	-------	--------

Signature: _____

"HILTON EASY ESCAPES...The quickest route to recovery and discovery!
Call 1 800 HILTONS or visit www.hilton.com for additional information"

PO Box 9021872, San Juan, Puerto Rico 00902-1872
Telephone: (787) 721 0303 Facsimile: (787) 721 6409
email: info@caribe.hilton.com

Estoy de acuerdo que la deuda de esta cuenta relacionada con mi visita no ha sido prescrita y queda acordada que legalmente soy personalmente responsable en el evento que la persona indicada, compañía o asociación, fallara en pagar una parte o la cantidad total de estos cargos.

I agree that my liability for the bill related to my visit is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.



Cards

Customer Service
800-327-2177
(24 hours / 7 days)
www.americanexpress.com

Page 1 of 10
Did you know you can
pay your American
Express bill By Phone?
Just call
1-800-I-PAY-AXP or
1-800-472-9297.
It's easy and ready
whenever you are.

Gold Card Statement of Account

Prepared For
MICHAEL C CURRID

Closing Date
December 20, 2001

Account Number

Previous Card Balance \$	Card Payments/Credits \$	New Card Charges \$	New Card Balance \$
3,095.94	-3,178.53	5,773.02	5,690.43

Please Pay By
January 5, 2002

* Indicates posting date.

Your payment is due in full. Please pay by 01/05/02.

Please refer to page 7
for important information
regarding your account

Card Transactions for MICHAEL C CURRID

Transaction Description	Amount \$
December 1, 2001* PAYMENT RECEIVED - THANK YOU	-3,095.94
November 20, 2001 AMERADA MAYWOOD NJ GAS/GROCERIES/MISC Reference: AMERADAH	63.57
November 20, 2001 BELL ATLANTIC NYNEX NEW YORK NY TELECOMMUNICATION EQUIP Reference: 07545532	108.24
November 20, 2001 AMERADA MAYWOOD NJ GAS/GROCERIES/MISC Reference: AMERADAH	11.49
November 23, 2001 AMERICAN AIRLINES DALLAS TX From: NEWARK NJ To: SAN JUAN PUERTO RI NEWARK NJ Carrier: AA Class: NX AA NX XX XX Ticket Number: 00121101481380 Date of Departure: 11/23 Passenger Name: CURRID/MICHAEL Document Type: PASSENGER TICKET	353.60

↓ Please fold on the perforation below, detach and return with your payment ↓

Continued on reverse →

Prepared For
MICHAEL C CURRID

Account Number

Transactions Continued

Amount \$

November 23, 2001 353.60

AMERICAN AIRLINES DALLAS TX

From:

NEWARK NJ

To:

SAN JUAN PUERTO RI
NEWARK NJ

Carrier:

AA
AA
XX

Class:

NX
NX
XX

Ticket Number: 00121101481391

Date of Departure: 11/23

Passenger Name: CURRID/JOAN

Document Type: PASSENGER TICKET

November 23, 2001 124.85

HOME DEPOT #1242 MIDDLETOWN NY
BUILDING MATERIALS

Reference: 032956779

November 24, 2001* 14.00
FLIGHT INSURANCE CURRENT \$353.60

November 24, 2001* 14.00
FLIGHT INSURANCE CURRENT \$353.60

November 26, 2001 21.10

MIDDLETOWN TIMES HER914-343-2181 NY
NEWSPAPERS

Reference: 000136776

November 27, 2001 10.01

SUNOCO 0042337601 SLOATSBURG NY
0013909 033119458

Reference: 00033119458

November 28, 2001 13.75

AMERADA RAMSEY NJ
GAS/GROCERIES/MISC

Reference: AMERADAH

November 28, 2001 101.75

THE BEEKMAN NEW YORK NY
FOOD AND BEVERAGE

TIP 00002000

Reference: 000058403

November 29, 2001 26.50

HOST INTL INC 000075 NEWARK NJ
FOOD AND BEVERAGE

FOOD-BEV

26.50

Reference: 054489902

December 1, 2001 91.95

BARRACHINA REST OLD SAN JUAN PR

Description

FOOD AND BEVERAGE

Reference: 585546

Continued on next page

Prepared For
 MICHAEL C CURRID

Cards

Closing Date
 December 20, 2001

Transactions Continued		Amount \$
December 6, 2001 AVISTAR 800 621-PARK NEWARK NJ GENERAL MDSE Reference: 000703849		80.19
December 6, 2001 ALLIANCE DUTY FREE CAROLINA PR Description GENERAL MDSE Reference: 216883		53.90
December 6, 2001 EXXONMOBIL1801469832MAHWAH NJ PAY AT PUMP1801469832 Reference: 001801469832		8.40
December 7, 2001 CARIBE HILTON SAN JUAN PR 7011 LODGING BACKOFFICE Reference: 034100061 Rec Number: 34100061		1,209.60
December 10, 2001 AMERADA MAYWOOD NJ GAS/GROCERIES/MISC Reference: AMERADAH		8.75
December 11, 2001 CVS STORE - 2716 NEW YORK NY HEALTH/BEAUTY-AIDS Reference: 00090808 Rec Number: 00090808		36.23
December 12, 2001 JOHN'S PIZZERIA NEW YORK NY FOOD AND BEVERAGE Reference: 034787070		80.45
December 12, 2001 AMERADA MAYWOOD NJ GAS/GROCERIES/MISC Reference: AMERADAH		7.50
December 12, 2001 BLONDIES SPORTS NEW YORK NY FOOD/BEVERAGE FOOD-BEV 20.00 TIP 10.00 Reference: 0234-6789		30.00
December 15, 2001 RUBY TUESDAY #2967 MIDDLETOWN NY EATING PLACES RESTAURAN FOOD-BEV 40.06 WAITER 8.00 Reference: 59420009		48.06
December 15, 2001 BROOKSIDE CAR WASH CHESTER NY CAR WASH/ACCESSORIES Reference: L2020038C Rec Number: 0000007240		6.00
December 17, 2001 AMERADA MAYWOOD NJ GAS/GROCERIES/MISC Reference: AMERADAH		9.51
December 18, 2001 AMERADA MAYWOOD NJ GAS/GROCE... Reference: AMERADAH		6.70
December 20, 2001* REBILLING OF OUR PREV. ISSUED CREDIT TKT# 4012715850510		644.50
Activity for MICHAEL C CURRID		
	New Charges	3,538.23
	Payments/Credits	-3,095.94

Avoid no-show charges -
 Get a cancellation number
 when canceling hotel
 reservations.

01/12/02 10:30:00 AM
 01/12/02 10:30:00 AM
 01/12/02 10:30:00 AM

COPY

REST BARBACHINA
SAN JUAN
DARCO BILBAO UICAYA

TID 19135249
MERCHANT 938190130100000
AMEX

EXP DATE 03/09

SALE

000327 TRACE 585546
DEC 01. 01 HOUR: 15:17
335019289900AUTH 527532

BASE \$77.35
TIP-TAX \$14.60

TOTAL \$91.95
01 RED-ATH

M. Currid

Cardholder acknowledges receipt of goods and/or services in the amount of the Total shown herein and agrees to perform the obligations set forth in the Cardholder's agreement with the issuer.

Thanks For Choosing
- Avistar Haynes -
496-512 Rt 1&9 South
Newark, NJ 07114
(800) 759-3946

12/06/2001 14:28:39
Ticket #: 287680
CURRID

Make: Dodge
Color: White
Location: C10
Plate: BEJ8510

Parking: 53.53
Trans: 21.77
Tax/Fee: 4.89
Total \$: 80.19

American Express

You Saved: 25.21

ADDENDUM

14 of 36
AMERICAN BANK
TIGNAL AIRPORT
126
SERVER: 4002 Kathy
DATE: NOV29'01 5:15PM
CARD TYPE: Amex
ACCT #:
EXP DATE: 09/03
AUTH CODE: 566575

SUBTOTAL: 21.5
I AGREE TO COMPLY WITH THE C
CARD'S CREDIT CARD AGREEME

TIP 5.
TOTAL 26.5

SIGNATURE

Receipt was submitted.



NEW YORK STATE PUBLIC EMPLOYEE CONFERENCE

Peter D. Meringolo, Correction Captains Association
Chairman

Co-Chairs

Jeff Forayler, Suffolk County Police Benevolent Assn.
Kevin E. Gallagher, Uniformed Fire Fighters Assn.
Anthony Garvey, Lieutenants Benevolent Assn.
Edward Gustek, Police Conference of New York
Patrick J. Lynch, N.Y.C. Police Benevolent Assn.
Charles Morello, N.Y.S. Prof. Fire Fighters Assn.
Peter Scariata, Uniformed Sanitationmen's Assn.

Treasurer

James J. Kelly, International Union of Operating Engineers

President Emeriti

Berry J. Fubington
James McGowan

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Civil Service Building Tender
Michael J. Power
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CWA, Local 1188
Arthur Charbon
Detectives Enrollment
Thomas Scotto
Electrical Workers Local 3
Dennis MacSpodden
Fire Alarm Dispatchers
David Rencawing
I.U.O.E. L. 30
John Alotta
I.U.O.E. L. 311
Joseph M. Carr
Local 257, Insulators
Carroll Boyce
Nurses PBA
Gary Dela Raba
NY District Council of Carpenters
Bill Lacey
NIS Chiefs of Police

NIS Court Clerks

Kevin Scamion
PBA NYX Insurance

Plumbers & Pipefitters

Donald Schifano
Post Authority PBA
Gene Damon
Rockland County PBA
David Troia
S.E.I.U. Local 2080
Glenn Goffber
S.E.I.U. Local 246
Jack Friedman
S.E.I.U. Local 1077

Public Safety

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Tony Giannone
Suffolk Court Employees
Thomas F. McGowan
Suffolk Detectives
Peter O'Leary
Supreme Court Officers
James T. Carr
Transport Workers Union
Roger Tocchini
Uniformed Fire Officers
Peter Gorman
United Public Service Emp.
Kevin Boyle

Corresponding Secretary

Phyllis Garbarino, Suffolk County Municipal Employees Assn.

Recording Secretary

Joseph Mannoni, Sanitation Officers Assn.

Trustees

N.Y.S. Nurses Association
Gary Dela Raba, Metropolitan Police Conference
Maurice G. Lewis, Amalgamated Transit

November 21, 2001

Dear Member:

I have enclosed the agenda for our Annual Convention at the Caribe Hilton in San Juan, Puerto Rico. To date, we have received a very good response from both our members and provider groups. It appears as though we will have over 200 in attendance. The agenda will give you the meeting times and all the sponsored events. Obviously, due to the last minute changes, the agenda may change with regards to speakers and panel discussions. You will note there are three (3) different times in which you can register depending on your arrivals. Please do make a point of registering for there is a lot of material you need to receive. It is important to note that all of us need to show support for all of our sponsors by making every effort to attend their sponsored events. When you register, there will be two (2) sponsored events that I will need to know if you or your guests are attending. These events are a Boat Cruise on Sunday from 1-3pm and a Golf Outing on Tuesday at 11:30am. We need to make every effort to give the sponsor of these events the numbers in attendance so they can notify the vendors.

You will note that a short legislative meeting has been scheduled for Saturday afternoon. One of the main points of business at the Annual Meeting is the adoption of a legislative agenda for 2002. This year we are asking all members who are bringing a new piece of legislation for consideration to be included in the PEC agenda to bring copies of the bill and Memorandum of Support (MOS) to the conference for review. The Legislative Committee will review these items at the pre-conference meeting on Saturday, December 1, 2001 at the Caribe Hilton. You are welcome to send a representative to the meeting to present your organizations new issues. This will be my first conference as your chairman and I am hopeful that it will be a successful one. I have tried to make it as structured as possible however, leaving time for you as well as your spouse/guest to also relax and enjoy the sights. Included in your registration package will be a list of various activities for the spouses/guests attending the conference offered by Travel Services Inc. with a 10% discount for all members attending the conference. Travel Services Inc. operates the tour desk at the Caribe Hilton. Have a safe trip and I look forward to seeing you in San Juan, Puerto Rico.

Peter D. Meringolo

Peter D. Meringolo
Chairman

New York State Public Employee Conference
24th Annual Convention 2001

Agenda

Caribe Hilton
Los Rosales Street
San Juan, Puerto Rico 00901

Friday, November 30

4pm- 6pm Registration

Saturday, December 1

8am-10am Registration continued

1pm- 2pm Legislative Committee Meeting

6pm- 7pm Cocktail Reception - Caribe Elton

Sunday, December 2

8am-9am Registration continued

8:30-10am Memorial Breakfast

Sponsored by Mechanic & Associates

Irving Mechanic/Harvey Fuchs

*Wear T-Shirt you received at registration

1pm-3pm Boat Cruise with Interactive D.J.

Cocktails & Appetizers will be served

Sponsored by Express Scripts

Stuart Kane

*10 minute cab ride to boat dock in Old San Juan. Cabs will be available outside hotel from 12-12:30pm. Boat leaves at 1pm sharp!

5:30-7:30pm Cocktail Reception

Sponsored by General Vision

Ken Levin

Monday, December 3

7:30-9:30am Chairman's Breakfast

Sponsored by Amalgamated Bank of New York

John O'Connor

9am-12pm Opening Session

Welcome

Peter D. Meringolo, Chairman

Panel Discussion - Effect or Impact, the World Trade Center disaster will have both currently and prospectively on the public employees we represent.

Panel - Kenneth Riddett

Edward Bartholmew

J. Michael Boxley

1-4pm Health & Safety Workshops

2-3:30pm Pina Colada Break

6-8pm Cocktail Reception

Administrative Services Only & Solomon, Richman & Greenberg, PC

Rosemary Gould/Harry Greenberg/Ted Richman

Tuesday, December 4

7:30-9:30am Breakfast

Sponsored by Comprehensive Professional Services
Susan Houser/Ed Boles

9am

Speakers

Barry Feinstein - Chairman Emeritus

James McGowan - Chairman Emeritus

Introduction of NYSPEC Web Page - Ken Cook

Roundtable Discussion - 2001 Legislative Review

2002 Legislative Outlook

11:30am

Golf Outing

Sponsored by Invesco

Sal Albanese

Health & Safety Workshops

5:30-8:30pm Cocktail Reception/Banquet

Sponsored by EOP

Christine O'Connor

Wednesday, December 5

7:30-9:30am Breakfast

Sponsored by Seledent, Stuart Portfolio Consultants, Syntomic
Systems and Union Benefit Planners
Ann Maloney/Stuart Olchick/James Runnels/Stephen De Biasi

9:00am

General Session (PEC Members Only)

Chairman's Report - Peter D. Meringolo

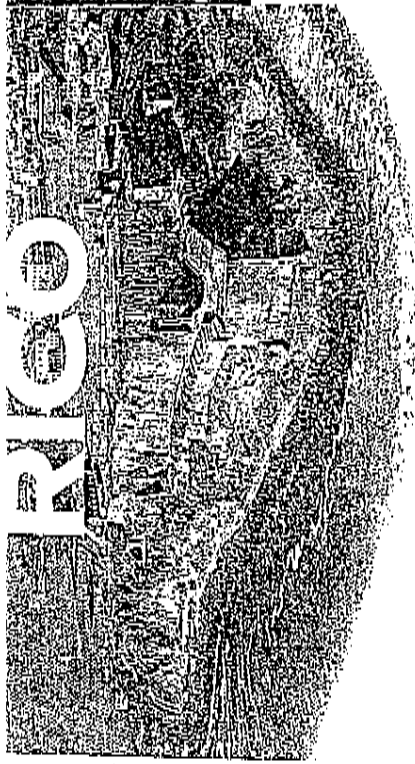
Treasurer's Report - James Kelly

New Business

2002 Legislative Program

Chairman's Closing Remarks

Adjournment



Next Years Conference Dates

November 15 - 21, 2002

Caribe Hilton

San Juan, Puerto Rico

New York State Public Employee Conference

24th Annual Convention

Caribe Hilton

San Juan, Puerto Rico

November 30 thru December 5, 2001

Sponsors In Attendance

- Administrative Services Only, Inc.
- Aflac
- Amalgamated Bank of New York
- Amalgamated Life Insurance
- Comprehensive Professional Systems Inc.
- Cook & Associates
- Express Scripts Inc.
- General Vision Services
- Healthplex Inc.
- HIP Health Plan of New York
- Invesco
- Mechanic & Associates, Inc.
- Seledent Inc.
- Solomon, Richman, Greenberg, P.C.
- Stuart Portfolio Consultants, Lf
- Syntonic Systems Inc.
- Union Benefit Planners Inc.
- Vision Screening
- Vision World Optical Centers



PUERTO RICO CONVENTION BUREAU

1000 BOULEVARD OF THE AMERICAS, SUITE 1000, LOS ANGELES, CALIFORNIA 90015
 (213) 621-1000
 WWW.PRCONVENTIONBUREAU.COM
 P.O. BOX 1000, SAN JUAN, PUERTO RICO 00911
 (787) 705-0110

Chairman's Message

On behalf of the Co-Chair persons, Trustees and the Board Directors of the New York State Public Employee Conference, I welcome everyone to our 24th Annual Convention.

I was pleased to see the large turnout this year from our member organizations as well as the various provider groups.

Our agenda will focus on discussions on the effect or impact that the World Trade Center disaster will have both presently and prospectively on the public employees that we represent. Representatives from both the Assembly and the Senate will be on hand for their input and some very important discussions.

In addition, our last day (Wednesday) we will formulate legislative agenda for 2002 and we will conduct the general business of the organization.

Looking forward to a very meaningful and successful convention. Most important, it is an honor and privilege to be as the Chairman of the New York State Public Employee Conference.

Peter D. Meringolo
Chairman

Agenda

12/1	Saturday	1pm-2:30pm	Legislative Committee Meeting
12/2	Sunday	8am-10:00am	Memorial Breakfast
12/3	Monday	9am-12:00pm	Opening Session Welcome Panel Discussion - T/R/A Health & Safety Workshops
12/4	Tuesday	1pm-4:00pm 9am-11:30am	Speakers Roundtable Discussion Introduction of NYSPEC Website 2001 Legislative Review 2002 Legislative Outlook Golf Outing Health & Safety Workshops
12/5	Wednesday	9am-12:00pm	General Session - PEC Members Only Chairman's Report Treasurer's Report New Business 2002 Legislative Program Closing Remarks Adjournment

Sponsored Events

12/1	Saturday	5:30-6:30pm	Cocktail Reception - Caribe Hill
12/2	Sunday	8:00-10:00am	Memorial Breakfast - Fischbach Associates
	Sunday	1:00-3:00pm	Boat Cruise, San Juan - Express
	Sunday	5:30-7:30pm	Cocktail Reception - Oriental Y Services
12/3	Monday	7:30-9:30am	Breakfast - Amalgamated Bank New York Coffee Break - Vision Screening Pina Colada Break - Healthplex Cocktail Reception - Administr Services Only and Sofomom, R Greenberg, PC
12/4	Tuesday	7:30-9:30am	Breakfast - Comprehensive Pa Systems Coffee Break - Cook & Associates Golf Outing - Javesco
		11:30am	Cocktail Reception - IEP Health New York
12/5	Wednesday	7:30-9:30am	Breakfast - Seledept Stuart Portfolio Co. Synlogic Systems Union Benefit Plan
			Caribe Hilton Beach Bag - Amalgamated Life Insurance Memorial T-Shirts - Mechanic & Associates Binoculars - Vision World Optical Centers Pecorillo Rican Coffee - Allac

RICHARD GOLDSTEIN
TRUSTEE EXPENSE VOUCHER
FPP

VOUCHER IS FOR:

(Name of Trust Fund(s))

EXPENSES IN CONNECTION WITH ATTENDANCE AT TRUST MEETING AT _____ ON _____
(Location) (Date(s))

EXPENSES IN CONNECTION WITH ATTENDANCE AT EDUCATIONAL MEETING AT LAKE TAHOE NEVADA
(Location) (Date(s))

ON 6/25-6/28 SPONSORED BY Information Management Network
(Session Date(s)) (Meeting Sponsor)

OTHER: _____
(Describe Reason for Incurring Expenses)

TRANSPORTATION:

DATE OF DEPARTURE 6/25/00 DATE OF RETURN 6/28/00

PRIVATE AUTOMOBILE _____ MILES AT _____ PER MILE _____

AIRFARE TRAIN BUS (ATTACH COPY OF TICKET) \$ _____

TAXICAB AT MEETING LOCATION (ATTACH COPY OF BILL) \$ 350-

RENTAL CAR OR MOTEL: _____ \$ _____

TRAVEL OR MOTEL EXPENSE (ATTACH COPY OF BILL) _____ \$ _____

MEETING REGISTRATION FEE: _____ \$ 685.20

TRAVEL REGISTRATION FEE EXPENSE (ATTACH RECEIPT) _____ \$ _____

OTHER EXPENSES: _____ \$ _____

UNREIMBURSED EXPENSES (FROM REVERSE SIDE OF VOUCHER) _____ \$ _____

TOTAL EXPENSES \$ 629.93

SETTLEMENT \$ 1665.13

TOTAL EXPENSES WHICH I INCURRED _____ \$ 1665.13

LESS THE AMOUNT I RECEIVED AS AN ADVANCE (IF ANY) _____ \$ _____

EQUALS

REFUND WHICH I OWE TO TRUST FUND. MY CHECK IS ATTACHED. _____ \$ _____

OR

AMOUNT OWING ME BY TRUST FUND. I REQUEST REIMBURSEMENT _____ \$ 1665.13

CERTIFY THAT THE EXPENSES DETAILED ON THIS VOUCHER ARE THE PROPER AND ACTUAL EXPENSES WHICH I INCURRED IN CONNECTION WITH THE TRUST FUND ACTIVITY NOTED ABOVE.

SIGNED THIS 5 DAY OF July 19 2000
Richard Goldstein
(Signature of Trustee)

(Address and City)

NOTE: This voucher is for expenses personally incurred by you as a Trustee. If transportation charges, hotel deposits, registration fees or any other item has been paid directly by the trustee or listed on this voucher, if you travel with a family member or other person not connected with the Trust Fund, the expenses of such person are not reimbursable. If such expenses are included on the attached bills or receipts, you should note the necessary adjustments on the bill or receipt. (For example: If the hotel or motel bill contains a charge for a double room because of a family member, subtract the difference between the double room and a single room and indicate on the bill that only the balance is being charged to the trust fund.) Meals should not be reimbursed unless otherwise included with air transportation or included on hotel or motel bills. If any expense item requires an explanation, mark the item with an asterisk and write the explanation on the reverse side of this voucher. Reimbursement of expenses claimed on this voucher is subject to any expense policy or limitation which may have been adopted by the Board of Trustees.

APPROVED FOR USE OF ADMINISTRATIVE AGENT OR FOR APPROVAL OF TRUST OFFICERS (IF REQUIRED): _____

007 017 2007
Delegate List
IMN's Fire & Police Pension Funds
08-25-2000

ADDENDUM
22 of 36

Registrant Name

Company Name

Aldecoa, Jon A.

Basque Association of Pension Funds

Anderson, Darryl

Ohio State Highway Patrol Retirement System

Angstrom, Doug

Goldman, Sachs & Co.

Bacigalupi, David A.

San Jose Federated City ERS

Baran, Doug

John Hancock Advisers

Barnes, Raymond

City of Aurora Fire Department

Basso, Keith

Navellier & Associates, Inc.

Beck, Robert

Ohio Police & Fire Pension Fund

Bennett, Thomas

Ohio Police & Fire Pension Fund

Bjorkman, Russell L.

Florida State Board of Administration

Blizzard, Clarke

Northwinds Marketing Group LLC

Bogges, Larry

Oklahoma Firefighters Pension System

Boivim, James H.

Orange Park Police Department

Boyer, Kirk

Aurora Fire Department

Brannon, Richard

City of Mobile

Brennan, Steven

Cutler & Company

Britton, Lon

Munder Capital Management

Brower, Richard D.

Clinton Group

Burdick, Robert

MacKay Shields Financial Corporation

Burke, Ronan J.

Hartford Investment Management Company

Butterfield, Jay

American Realty Advisors

Callahan, Craig T.

Meridian Investment Management Corp.

Canham, Maxwell

Information Management Network

➤ Carbone, Stephen J.

New York City Uniformed Fire Officers' Association

Catsavis, Gus

Focus Capital Management, LLC

Cevallos, Mauricio F.

Normis, Sayles & Company LP

Chan, Anthony

Bank One Investment Advisors

This attendance roster has been furnished to you for your exclusive use.
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Delegate List
IMN's Fire & Police Pension Funds
06-25-2000

Registrant Name	Company Name
Chester, Marquette	Loomis, Sayles & Company, L.P.
Chiang, Frank	Montgomery Asset Management
Ciulla, James	New York City Uniformed Fire Officers' Association
Clark, Richard L.	BNY Brokerage, Inc.
Clayson, Jr., Cfa, Davis B	Bonston Partners Asset Management
Cowley, Marty	Chattanooga Fire & Police Pension
Crosby, Robert	Munder Capital Management
Crossley, Scott M.	Hartford Investment Management
Cutran, Donald	Oppenheimer Capital
Curtis, Vern	John Hancock Advisers
Davis, Walter D.	Houston Municipal Employees Pension System
Dean, Stephen A.	Mobile Police & Firefighters Retirement Plan
Deaton, Laurie E.	Wellington Management Co., LLP
Del Priore, Michael J.	J & W Seligman & Co.
Donzella, David	Pembroke Pines Police & Fire Pension Fund
Driscoll, Lawrence P.	Middlesex County Retirement System
Droege, Mike	City of Orlando FireFighters Retirement
Eddington, Larry D.	WestAM
Eichholz, Sara E.	Smith Asset Management
Evans, Barry	John Hancock Advisers
Fenton, Arthur	Callan Associates
Fitch, Dennis E.	United Airlines
Fitzenhagen, Alex	L&B Realty Advisors
Fletcher, Thaddens	Cooke & Beiler
Fugate, Stephan G.	Baltimore Fire & Police Employees Retirement System
Fuhr, Deborah A.	Morgan Stanley
Galbreath, Michael J.	Portfolio Advisors

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Registrant Name	Company Name
Gallahue, John J.	Massachusetts Bay Transit Authority Ret. Fund
Garrett, Gerald	Oklahoma Firefighters Pension System
Garvy, Robert	INTECH
Ghiglia, Tecna	Lara, Shull & May, LTD.
Giblin, William C.	Superior Officers Council City of NYPD
Glick, Michael E.	Sterling Heights Police & Fire Retirement System, Act 345
Goldstein, Richard	New York City Uniformed Fire Officers' Association
Gookin, James M.	Middlesex County Retirement System
Grayson, William	Invista Capital Management LLC
Grissom, Victoria W.	L&B Realty Advisors
Guy, Fred	Firemen's Retirement System of St. Louis
Haim, Allen A.	Marin County Retirement System
Halicky, Cindy	SSR Realty Advisors
Hallack, Heather R.	Instinet Corporation
Hamilton, Mark A.	Alliance/Sanford C. Bernstein & Co., Inc.
Harker, David K.	Ohio Police & Fire Pension Fund
Harper, Doug	SSR Realty Advisors
Harris, Curtis A.	Merrill Lynch & Co. Inc.
Heathwood, Paul D.	Boston Partners Asset Management, L.P.
Heckrotte, Edward C.	Baltimore Fire & Police Employees Retirement System
Hernandez, Therese	MacKay Shields Financial Corporation
Himber, Steve	Calvert Group
Hoffman, Renee L.	Acadian Asset Management
Hopkins, Pamela	Munder Capital Management
Hudspeth, George L.	Northern Trust Value Investors
Hyland, Timothy	Boyd Watterson Asset Management
Inda, Javier	Basque Government Police Home Office

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Delegate List

IMN's Fire & Police Pension Funds
06-25-2000

Registrant Name

Company Name

Registrant Name	Company Name
Isgar, Charles B.	Los Angeles Fire & Police Pensions
Jacobson, Doug	Oklahoma Firefighters Pension System
Jaffe, Zina	Information Management Network
Johnson, Clayton	Wachovia Timberland Investment Mgmt
Johnson, Earl	Aetius Investment Management
Jones, Milbrey M. "Casey"	Salus Capital Management
Kaczmarz, Kenneth	Chicago Firemen's Annuity & Benefit Fund
Kashevaroff, Kirk	MacKay Shields Financial Corporation
Kashyap, Raj	Information Management Network
Kelly, Jim	John A. Levin & Co.
Keough, Michael	Invesco
Kerr, Greg	Cutler & Company LLC
Koesterich, Russ	Instinet Corporation
Kohnke, Andrew W.	Hartford Investment Management Company
Kuhl, Sabrina P.	State Street Global Advisors
Labib, Aiman	Consulting Services Group, LLC
Lambroza, Barbara	Information Management Network
Lara, E. Ronald	Lara, Shull & May, LTD.
Leachman, Dale	City of Orlando FireFighters Retirement
Lewis, Clifford	Oklahoma Firefighters Pension System
Long, James	Oklahoma Firefighters Pension System
MacLaren, Kathleen W.	The Atlantic Alliance
Maccone, Joe	New York City Patrolmen's Benevolent Association
Makepeace, Mark	FTSE Americas, Inc.
Marsh, Ralph D.	Houston Police Officers Pension System
Marsted, Joan	Pinnacle Associates Ltd
Massa, Tiffany	InvestorForce.com

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Registrant Name	Company Name
Pickert, Joseph A.	Acltus Investment Management
Podjasek, John	Forstmann-Leff International, LLC
Pottcbaum, Marty	Municipal Fire & Police Retirement System of Iowa
Ramsey, Mike	Oklahoma Firefighters Pension System
Raub, Mike	Columbia Management Group
Reed, Larry A.	Fire & Police Pension Fund, San Antonio
Reed, Valerie	Magna Securities Corp
Richey, Laurence C.	Banc One Investment Advisors Corp.
Roberts, Rick	First Quadrant, L.P.
Rogers, Curtis L.	Kansas City Public School Retirement System
Rooney, Thomas	Standard & Poor's
Ross, Darrick O.	D.C. Retirement Board
Russell, Michael D.	Pacific Corporate Group
Ryan, Paula	Hartford Investment Management Company
Savage, James	Merrill Lynch Investment Managers
Schmitz, Frank	Principal Capital
Scholey, Leland T.	PIMCO
Schott, Warren	San Antonio Fire & Police Pension Fund
Silberman, Steve	Los Angeles Fire & Police Pension
Silk, Jeffrey	Fisher Investments
Smith, Thomas	Oklahoma Firefighters Pension System
Smith, Walter W.	Louisiana State Police Retirement System
Solaka, Joe	Meridian Investment Mgt.
Solomon, Wendy	Value Asset Management
Stamps, Leon P.	Fisher Investments
Stone, Charles	Oklahoma Firefighters Pension System
Strader, Leighton W.	Value Asset Management

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Delegate List
IMN's Fire & Police Pension Funds
06-25-2000

ADDENDUM
27 of 36

Registrant Name	Company Name
Strader, Nan	Seneca Capital Management
Straw, Thomas	Invista Capital Management, Inc
Sullivan, Lawrence	Lowell Retirement Board
Szaro, Jennifer I.	Lara, Shull & May, LTD.
Thomas, Kendall	Austin Police Retirement System
Thompson, Jane	Woodford Gayed Management
Toner, Ian	Citibank Alternative Investments
Vander Pol, Laura G.	Invista Capital Management LLC
Vandergriff, Bill	Chattanooga Fire & Police Pension
Walls, Garrett A.	J.P. Morgan Investment Management Inc.
Wang, Peter	Woodford Capital Management
Ward, Liz	InvestorForce.com
Whidden, Joel	Alliance/Sanford C. Bernstein & Co., Inc.
White, Warren	Hampshire County Retirement Board
Wilkinson, William	Chicago Firemen's Annuity & Benefit Fund
Willey, Linda	Segall Bryant & Hamill
Williams, Anthony D.	Dresdner RCM Global Investors
Williams, Bradley B.	Meridian Investment Management Corp.
Williams, Gerald	Americap Advisers, LLC
Williams, John	State Street Global Markets LLC
Williams, Jon	InvestorForce.com
Winans, Patricia	MAGNA Securities Corporation
Winfield, Jennifer S.	INTECH
Withers, John	Donaldson & Co., Incorporated
Zaharia, Randall L.	First American Capital Management

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UNIFORMED
FIRE DEPARTMENT, CITY OF NEW YORK
FIRE OFFICERS
LOCAL 854, INTERNATIONAL ASSN. OF FIRE FIGHTERS, AFL-CIO
ASSOCIATION

225 BROADWAY ☆ NEW YORK, NY 10007 ☆ SUITE 401
TEL: (212) 293-9300 ☆ FAX: (212) 292-1560 ☆ EMAIL: WWW.UFOA.ORG


June 16, 2004

Dear Ms. Mullany,

Earlier this afternoon, I had a package delivered to your office containing our responses to your draft audits # FL04-095A and #FL04-094A. This packet of papers was inadvertently left out of the envelope. Please add it to the response for #FL04-094A.

Thank you for your cooperation in this matter. If you have any questions, please feel free to contact me at 212-293-9300.

Sincerely,



Peter L. Gorman

AFFILIATED WITH

NEW YORK STATE AFL-CIO

NEW YORK CITY CENTRAL LABOR COUNCIL AFL-CIO • MARITIME PORT COUNCIL OF GREATER NEW YORK & VICINITY
UNION LABEL & SERVICE TRADES COUNCIL OF GREATER NEW YORK & LONG ISLAND • NATIONAL SAFETY COUNCIL



ENHANCED INCOME for RETIREMENT by EDUCATION

EDUCATIONAL CONFERENCE IN IRELAND
May 26 -May 31, 2001

Saturday, May 26 Great Southern Hotels, Killarney

9AM – 5PM	Conference Registration	
5:45PM	Meeting for Discussion Leaders	Mangerton Suite
6:30PM	Reception	Hotel Lobby
7:30PM	Dinner	(Jacket & Tie Please) Main Dining Room
9:00PM	Contemporary Irish Entertainment	Conservatory Lounge

Sunday, May 27

7:30AM – 10:15AM	Breakfast	Main Dining Room
10:30AM	Group Photograph	Front of Hotel
10:45AM	Depart for Gap of Dunloe	
4:30PM	Return to Hotel	
7:00PM	Reception	Conference Center
8:00PM	Dinner	(Dress casual) Conference Center
9:30PM	Entertainment: Piano and Singing	Conservatory Lounge

ENHANCED INCOME for RETIREMENT by EDUCATION

E.I.R.E. Agenda

Monday May 28, 2001

7:30-10 AM	Breakfast Main Dining Room
8:00AM	Conference Begins in Conference Center Continental Breakfast will be available Introduction: Jack Nelan & Jeff Gallahue
Section I 8:15-9:45AM	<i>What's Happening in Pension Plans</i> Section Leader: <u>Joe Metz</u>
9:45-10AM	Break
10:30AM Guest Program	Meet at EIRE Registration Desk <i>Soups and One Pot Irish Cooking</i> Chef Paul O'Neil
Section II 10-11:45AM	<i>Domestic</i> Section Leader: <u>Peter Kendall</u>
11:45-12 Noon	Wrap-Up
12 Noon	Coaches leave for Field Trips

ENHANCED INCOME for RETIREMENT by EDUCATION

E.I.R.E. Agenda

Tuesday May 29, 2001

7:30-10 AM	Breakfast Main Dining Room
8-8:15AM	Conference Resumes Recap and Overview of Topics
Section III 8:15-9:45AM	<i>Alternatives</i> Section Leader: <u>Joe O'Reilly</u>
9:45-10AM	Break
Section IV 10-11:45AM	<i>International</i> Section Leader: <u>Joe Barcic</u>
10:30AM Guest Program	Meet at EIRE Registration Desk <i>Irish Desserts</i> Chef Paul O'Neil
11:45-12 Noon	Wrap-Up
12:30PM	Buffet Lunch Great Southern Hotel
1PM	Coaches leave for Field Trips
7 - 11PM	Reception at Muckross House

4
ENHANCED INCOME for RETIREMENT by EDUCATION

E.I.R.E Agenda

Wednesday May 30, 2001

7:30AM	Breakfast begins in Main Dining Room
8-9AM	Conference Resumes Section Leaders Review
9-10AM	Rebuttal
10AM	General Discussion
11AM	Coaches leave for Field Trips

Thursday, May 31, 2001

6:30 – 7:30AM	Continental Breakfast in Lobby
7:30AM	Breakfast begins in Main Dining Room
8AM – 12 Noon	Departures per individual schedule

ENHANCED INCOME for RETIREMENT by EDUCATION

E.I.R.E. Conference Addendum

Section I

Section Leader: Joe Metz

What's Happening in Pension Plans

Panel: Willie Joe Greene, Peter Gorman, Jack Healy,
Bob Heenan, Mike Quackenbush

- I. Asset Allocation
 - Outlook over next 12 months
 - A. Absolute Return Strategies
 - B. Bear market vs. Bull Market
 - C. Funded vs. Non-Funded
 - i. Fully funded – time to be conservative?
 - D. Performance Measurement
 - ii. components
 - iii. benchmark migration
 - E. Public vs. Taft Hartley
 - F. Global vs. International Allocation
 - G. Role of the Consultant

Panel: Kathleen Corcoran, Ed Crawford, Ralph
Harriman, Jerry Kenny, Dave Long

- II. DC vs. DB Plans
 - A. Portability
 - B. Market volatility
 - C. Education
 - D. Hybrid
 - E. Labor perspective of trust responsibility
 - F. Criteria for hiring and firing manager

Panel: Mike Currid, Mike Doyle, Mike Feinberg,
Charles G. Hall

ENHANCED INCOME for RETIREMENT by EDUCATION

What's Happening – continued

- III. Drop Programs
 - A. What are they?
 - B. Who benefits?
 - C. Who pays?
 - D. Are they for everyone?

Section II

Section Leader: Peter Kendall

Domestic

Panel: Barbara Chelette, Tom LaMacchia,
Bill Maye

- I. Value vs. Growth
 - A. Where should funds be in '02?
 - B. Enhanced Indexing – add “Alpha”?

Panel: Mike DePriore, Elmer Khal, Tom Sheehan

- II. Deep Value vs. Relative Value
 - A. Are there new investment strategies?
 - B. Do we need “old time value”?

Panel: Bill Fields, Bob Garry, Jim Gookin, Sandy Studzinski

- III. Active vs. Passive
 - A. In Bear Markets
 - B. In Bull Markets
 - C. Can value be added?

Panel: Eileen Brackens, Kevin Gallagher, Tom Straw, Jeff
Vivian

- IV. Fixed Income – Core vs. Core Plus
 - A. “Bang for the Buck” = more stock like?
 - B. What place does F.I. have?
 - C. Do bonds really matter?

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Section III

Section Leader: Joe O'Reilly

Alternatives

Panel: Henry Dean, Larry Doss, John Driscoll,
Dave Laughton, Al Marini, Jim Ryan

Role of this Asset Class

- I. Real Estate
 - A. Is it for everyone?
 - B. Open end vs. close end
 - C. Pool vs. separate ownership
 - D. What does it correlate with?

Panel: Joe Bourgeois, Tom Danese, Charlie Hall, Jim Kelly,
Steve McCourt

- IV. Venture Capital
 - A. Start up
 - B. Buy outs
 - C. Has time gone by?
 - D. Private equity

Panel: Bud Carrouche, Dan Perullo, John Scott,
Orr Shepherd

- V. Hedge Funds
 - A. What are they?
 - B. How do they add value?

Section IV

Section Leader: Joe Barcic

International

Panel: Walt Elliot, Betty Ann Kane, John McCullough, Jim
McPartland, Denise Spillane

Investing Globally – it's good for you
Diversification in a Global Economy

ENHANCED INCOME for RETIREMENT by EDUCATION

International – continued

- I. Country vs. Sector
 - A. What drives the markets?
 - B. Which weighting is paramount?
 - C. Can either be forgotten?

Panel: Joan Huber, Jim Koltes, Kevin Myers

- II. Currency
 - A. What to look for and worry about
 - B. What will the Euro do?
 - C. Do overlay programs work?

Panel: Mark Cherry, Mark Hamilton, Therese McKeown

- III. Style
 - A. Growth vs. Value vs. Small Cap
 - B. Add value like domestic
 - C. As defined as domestic
 - D. New indices – European and International

Panel: Larry Driscoll, Joe Gieger, Jim Tydings

- IV. Emerging Markets
 - A. Changes: past and future
 - B. Hot spots – stay away of go there?
 - C. Mistakes of past – show the future?