

A G E N D A

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE POLICE PENSION FUND OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON WEDNESDAY, JULY 18, 2018 AT 3:00 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER
2. ROLL CALL
3. VISITOR BUSINESS (Public comment is limited to three minutes per person on agenda items only)
4. APPROVAL - MINUTES OF REGULAR MEETING - 04/18/18
5. APPROVAL - EXPENSES INCURRED APRIL THROUGH JUNE 2018
6. REPORT - POLICE PENSION BALANCES THROUGH APRIL 30, 2018 (UNAUDITED)
7. REPORT - POLICE PENSION BALANCES THROUGH JUNE 30, 2018
8. APPROVAL - ELECT POLICE PENSION BOARD OFFICERS
9. APPROVAL - APPLICATION OF NEW OFFICER TERESA ESQUEDA
10. APPROVAL - REFUND OF CONTRIBUTIONS TO OFFICER EULALIO MESTRE - \$4,243.02
11. APPROVAL - MILITARY SERVICE TIME BUYBACK REQUEST - OFFICER ALEX ERDMANN - \$46,525.58
12. APPROVAL - DEATH OF SURVIVING SPOUSE BENEFICIARY MARTHA KLEVIN, TERMINATION OF PENSION BENEFITS AND RETURN OF PENSION OVERPAYMENTS
13. APPROVAL - INVESTMENT POLICY
14. APPROVAL - BOARD SELECTED PHYSICIANS FOR SERGEANT CHRISTOPHER DRAKE
15. APPROVAL - QUARTERLY INVESTMENT REPORT BY SAWYER & FALDUTO: APRIL THROUGH JUNE 2018
16. NEW BUSINESS
17. OLD BUSINESS
18. COMMUNICATIONS
19. ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE POLICE PENSION FUND OF THE VILLAGE OF WILLOWBROOK HELD ON APRIL 18, 2018, AT 3:00 PM, AT THE WILLOWBROOK POLICE DEPARTMENT, 7760 S QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

The meeting was called to order at the hour of 3:04 p.m. by President Davi.

2. ROLL CALL

Those present at roll call were President Umberto Davi, Trustee Scott Eisenbeis, Trustee Timothy Kobler, Trustee Joseph Pec, and Trustee Carrie Dittman. Also present: John Falduto and David Harrington of Sawyer & Falduto, Recording Secretaries Debbie Hahn and Nancy Turville.

3. VISITOR BUSINESS

None presented.

4. DISCUSSION/CONFERENCE CALL - UPDATE ON DUTY DISABILITY FOR SERGEANT CHRISTOPHER DRAKE

A conference call was initiated to Attorney Charles Atwell. Mr. Atwell updated the Board on the current status of the duty disability pension application received for Sergeant Christopher Drake who is being represented by counsel. Mr. Atwell has sent out subpoenas to twelve agencies including the Village of Willowbrook. He has received Trustee Dittman's email indicating a flash drive of the requested information for the subpoena has been sent via mail. Mr. Atwell is still waiting for information from Midland Orthopedics, PT Solutions, and LaGrange Hospital. The subpoenaed records have a due date of April 30, 2018. Once received, Mr. Atwell will review and redact any information that needs to be redacted. He will contact INSPE Associates for a list of recommended doctors. The Board will be sent the names of the doctors and approve them. Once we have three independent physicians, Mr. Atwell will send a letter to INSPE and request INSPE send all the documentation to the three physicians to examine and give an opinion and causation. No timeline has been set until all records are received and reviewed.

Trustee Pec asked if the Board is obligated to obtain three physicians or is it the petitioner's responsibility? Mr. Atwell advised that it is a Police Pension State Statute (Section 115) for the Board to obtain three physicians for independent examination. Mr. Atwell requested that Trustee Dittman provide any pre-employment physicals with the subpoenaed information.

Mr. Atwell believes once the physicians are selected, the examinations will probably be completed within 30 days from date requested. This will have to be done with the cooperation of the petitioner.

Medical reports usually are completed within a 30-day period. Once Mr. Atwell receives these documents, a hearing can be scheduled. Trustee Pec inquired if the injury is a "repairable" injury, i.e. can the petitioner be forced to get it repaired. Mr. Atwell said no if it is an invasive procedure. Anything that is a potential risk to the petitioner, the courts usually rule in the petitioner's favor. The Board could request the applicant to attend physical therapy but not mandate he get another surgery. Prior to the age of 50, every disabled petitioner must get a physical each year until the age of 50.

Once a hearing is scheduled, a meeting notice will be prepared and posted (as per the Open Meetings Act) and a stenographer will be present to take the minutes of the hearing. These minutes will then be transcribed for the record. During the meeting, Mr. Atwell will be appointed the Hearing Officer to develop the facts of the case and then both parties will rest. A motion to go into executive session will be made. Executive session minutes will be recorded but not transcribed. If a decision has been made, the Board will come out of executive session to deliver the decision in an open meeting. If no decision is made, the hearing can be continued for deliberations or if the Board needs any additional information.

Trustee Dittman asked Mr. Atwell for a timeline on when this case will be concluded by. President Davi also asked if the Board has a statutory time requirement? Mr. Atwell said no to President Davi. He is unsure what the timeline will be because it depends on several issues - causation, if it's a pre-existing condition, etc. He believes once the subpoenaed information comes in and all the redactions are made, it should go quickly unless there are issues the Board is not aware of, from this point probably six months to two years but he did not believe it would go that long. In order to be an on-duty disability claim it must be caused by an act of duty injury. Mr. Atwell advised the Board to keep in mind that under State Statute the injury does not have to be the sole cause of the accident but an aggravating cause.

Trustee Pec advised that the Board will be discussing next year's budget and asked if Mr. Atwell had an idea of what this will cost the Pension Board. Mr. Atwell stated it could cost approximately \$6,000 - 8,000 for IME fees. No additional attorney should be needed for a hearing officer, Mr. Atwell will act in that capacity since this case should not be adversarial. Mr. Atwell will send the Board a copy of the Statute explaining on-duty injuries. He would also like a copy of the Rules and Regulations of the Pension Board.

Trustee Kobler inquired what to do if our current Rules and Regulations are out-of-date. Mr. Atwell explained that the Board is bound by the Rules and Regulations as long as it is current and consistent with the Statute and follows the rules of due process.

The telephone call with Mr. Atwell concluded at 3:44 p.m.

The Board continued the discussion. Trustee Eisenbeis was confused on why we would have to redact information from the reports. Redacted information would be the officer's personal/private information.

Trustee Eisenbeis also inquired if the Board can get access to case law on this topic to prepare the Board with additional information. Trustee Dittman advised the Board that the IPPFA website archives mock sessions on disability hearings that can be viewed to help understand the process.

5. APPROVAL - MINUTES OF THE REGULAR MEETING - January 17, 2018

The Board reviewed the minutes from the January 17, 2018 meeting.

MOTION: Made by Trustee Kobler, seconded by Trustee Pec to approve the minutes of the regular meeting of the Willowbrook Police Pension Fund Board of Trustees held on January 17, 2018.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

6. APPROVAL - QUARTERLY EXPENSES INCURRED JANUARY THROUGH MARCH 2018

Trustee Dittman reviewed the quarterly expense report for the period January through March 2018. Expenses include Mesirow Financial Insurance: \$3,083.00, quarterly financial advisory fees: \$4,522.00, IPPFA conference fees for 2017: \$1,035.62. The retirement pension benefits for January, February, and March totaled \$310,628.38; widow's benefit was \$9,628.11; and disability benefits totaled \$17,406.21, as detailed out by pensioner in the attached schedule.

After Trustee Dittman reviewed the expenses, the following motion was made:

MOTION: Made by Trustee Kobler, seconded by Trustee Pec, to approve the quarterly expense report for January through March 2018.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

7. REPORT - POLICE PENSION BALANCES THROUGH MARCH 31, 2018

Trustee Dittman advised total assets as of March 31, 2017 were \$20,130,884.33 vs March 31, 2018 of \$21,808,504.63.

Revenues year to date as of 03/31/17 were \$2,096,927.95 vs. \$2,583,341.53 as of 3/31/18.

Total expenditures as of 3/31/17 were \$987,251.38 vs. 03/31/18 were \$1,171,335.73 and the budgeted expenditure amount for FY 17/18 is \$1,136,105.00.

The Board accepted the report as presented by Trustee Dittman.

8. APPROVAL - REFUND OF CONTRIBUTIONS TO OFFICER JOEL RUDNICK

Trustee Dittman advised that former Willowbrook police officer Joel Rudnick separated from employment with the Village on August 20, 2014. On March 8, 2018, we received a request from Officer Rudnick for a 100% refund of his accumulated pension contributions, followed by rollover request paperwork from his current retirement plan on April 2, 2018. Officer Rudnick has contributed \$5,081.01 into the pension fund. His contributions do not earn any interest.

After the pension board approves the refund of Officer Rudnick's accumulated contributions, the Village will send the accumulated contributions to his retirement plan.

The Board reviewed the information and made the following motion:

MOTION: Motion to transfer Officer Rudnick's Willowbrook pension contributions of \$5,081.00 to his current pension plan, was made by Trustee Kobler, seconded by Trustee Pec.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

9. APPROVAL - PROPOSED BUDGET FY 2018-19

Trustee Dittman reviewed the Proposed Budget for FY 2018/19 for the Police Pension Fund. The contribution amount from the Village is \$871,084 based on the actuary's recommendation and the police officer contributions are \$198,690 for a total contribution for the year of \$1,069,774. Estimated interest income is \$500,000 which brings the total revenues to \$1,569,774. Expenses for FY 2018/19 will be pension benefits at \$1,364,180, contractual services at \$42,740, and supplies and materials at \$8,790 for total expenses of \$1,415,710.

After some discussion, the Board requested that Trustee Dittman add additional funds to the following line items to cover the anticipated costs of Sgt. Drake's disability application: \$7,500 for medical examinations, \$2,500 in additional legal fees, and \$500 for a stenographer for the disability hearing.

After a brief discussion, the Board made the following motion:

MOTION: Made by Trustee Pec, seconded by Trustee Eisenbeis to approve the proposed budget for FY 2018/19 as presented, with the above addendum.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

10. APPROVAL - REIMBURSEMENT TO VILLAGE GENERAL FUND \$100,000

Trustee Dittman noted that the Police Pension Fund is paying out more in monthly benefit payments than is coming in from officer and Village contributions; the Village fronts this money as the Village pays the monthly benefit payments for the police pension beneficiaries through payroll and is then reimbursed from the pension fund. As of April 12, 2018, the Police Pension Fund owes the Village \$26,227.

The monthly recurring deficit is about \$23,334 beginning May 2018. The deficit will grow to about \$100,000 by June 30, 2018. Thus, as detailed in the attached schedule, a reimbursement of funds from the police pension account at Charles Schwab to the Village's General Fund in the amount of \$100,000 is necessary to cover the current and estimated shortfalls over the next 3 months.

MOTION: Made by Trustee Kobler, seconded by Trustee Pec to approve Sawyer & Falduto to transfer \$100,000 to cover the shortfall to the Village.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

11. REPORT - CHARLES SCHWAB FORM 5500 SCHEDULE C

Trustee Dittman advised this disclosure is for informational purposes only from Charles Schwab. Charles Schwab must disclose the brokerage fee amount they collect. John Falduto noted that this form is required to be filed every year for corporate retirement funds, as part of the disclosure process, however the Willowbrook Police Pension Fund is not required to file as we are not a for-profit entity.

12. REPORT - SAWYER FALDUTO FORM ADV PART 2A AND PART 2A-APPENDIX WRAP FEE PROGRAM BROCHURE

John Falduto advised that this form is an annual requirement Sawyer Falduto has in place to maintain safeguards that comply with federal standards to protect their client's nonpublic personal information.

Trustee Dittman advised that she reviewed the fee disclosure and highlighted the language that has changed for ease of the Board's review. The investment advisor agreement the Board approved last year differed from Sawyer Falduto's wrap fee brochure that was in place at that time.

### 13. APPROVAL - INVESTMENT POLICY

Trustee Dittman stated there are two attachments under this item: 13a is the proposed Investment Policy that Sawyer Falduto drafted and 13b is our current policy that was drafted by MB Financial. There are a lot of changes and she asked Sawyer Falduto to explain in summary the changes for the Board.

Trustee Dittman highlighted the differences in the two policies. In the new policy, under Investment Instruments, #8 was added - Direct obligations of the State of Israel. Mr. Falduto explained that this was from the State Statute and that the Willowbrook Pension Fund does not have any. The Board agreed that since it is in the State Statute, they will keep this verbiage in the policy.

Also in the new policy, on page 3, at the bottom it states "...the Pension Fund's total investment...shall not exceed 50% effective July 1, 2011 and 55% effective July 1, 2012". Trustee Dittman noted that our current policy has 60% and 65%, respectively, for those items. Mr. Falduto explained that this language was from the State Statute and is subject to interpretation. The Board agreed to keep the target at 60% and 65% maximum. The following paragraph will also be changed to reflect 65%.

Pages 4-5 talk about benchmarks and ranges in allocations. It appears different than before and Trustee Dittman believes this is due to using benchmarks and the allocations in accordance with Sawyer Falduto's methodology. This is correct.

Trustee Dittman advised that under Definitions - Sawyer Falduto does not have Commercial paper or Illinois funds defined. Mr. Falduto advised we could—add these definitions although the Board does not currently have any of those types of investments.

Under the current investment policy -, there are several items that are highlighted that are missing from the new investment policy and the Long Term Expected Rates of Return table as required by GASB 67 was omitted completely. John Falduto advised that the new policy is a standard template they use for their clients. Trustee Dittman was not comfortable adopting the new policy with the omissions. The board discussed having the Police Pension Fund's auditor review the new policy first and give their recommendations.

After a brief discussion, the Board tabled this discussion until the next meeting for further review.

• **NOTE - BOARD REQUESTED TO MOVE TO ITEM #15 ON AGENDA**

15. INFORMATION - ELECTION OF ACTIVE AND RETIREE MEMBERS OF THE POLICE PENSION FUND BOARD OF DIRECTORS

Recording Secretary Hahn advised that ballots for two active member positions and one retiree position were sent to members at the end of March and were requested to return the ballots by April 10, 2018. Of the 21 active members, 18 ballots were returned. The results were 16 votes for Officer Eisenbeis, 12 votes for Sgt. Kobler, 5 votes for Officer Volek and 2 votes for Officer Huntley. Officer Eisenbeis and Sgt. Kobler will retain their positions.

There were 18 active retirees, 9 ballots were returned for the one beneficiary member to serve on the board. It was unanimous that Joseph Pec be the beneficiary member.

Officer positions will be appointed at the July meeting.

16. INFORMATION - NOTICE OF MAYORAL APPOINTMENT - CAROLINE DITTMAN

President Davi advised that at the March 26, 2018 Village Board meeting, Mayor Trilla re-appointed Caroline Dittman to fill the position on the Police Pension Board.

17. NEW BUSINESS

A. Pension Actuary

Trustee Dittman advised that she received an email from Arthur Tepfer, the Police Pension Fund's Actuary, regarding his fees for fiscal year 2018/19. Mr. Tepfer's fees will remain at \$4,400 with no increase. There was no discussion so the Board will use Mr. Tepfer as the Police Pension Actuary for the next valuation.

B. Officer Mestre Resignation

Trustee Dittman advised that Officer Mestre resigned as a probationary police officer with the Village of Willowbrook.

• **Trustee Dittman left the meeting at 4:30 p.m.**

18. OLD BUSINESS

A. Police Pension File Audit

Recording Secretary Hahn advised that during the past month, Trustee Eisenbeis and herself conducted an audit of the police pension files. There were three items missing from the files of members. Those members were contacted via email notifying them of the missing items. A copy of the email was placed in their file as well. Recording Secretaries Hahn and Turville will make sure the missing documents are turned in and placed in the file by the end of June.

B. Annual Affidavit for Pensioners

Recording Secretary Hahn advised that the annual affidavit for pensioners went out to all current retirees and beneficiaries. All forms were returned as directed.

14. APPROVAL - INVESTMENTS MADE JANUARY THRU MARCH 2018 QUARTERLY INVESTMENT REPORT - SAWYER & FALDUTO

Mr. Falduto reviewed the Investment Guidelines under tab 1.

Tab 2 - Cash Flow and Performance Review: Investment returns for the 1<sup>st</sup> quarter of 2018 was -\$122,884 over the 3-month period. There were no comparisons for performance and long-term performance for Sawyer & Falduto to review compared to the last year.

Tab 3 - Tax Reform - Mr. Harrington explained the volatility in the equity markets.

Economic growth in the US continues to be solid with the Gross Domestic Product increasing 3%.

Federal reserve raised its benchmark interest rate by 0.25% bringing the target range 1.5% to 1.75%. The future increases will likely be warranted through reinforcing prior guidance that the pace will continue to be gradual.

Tab 4 - Portfolio Statement - Mr. Falduto advised the portfolio allocations are on target with Equities at 60.1%, Fixed Income at 39.2%, and Cash Equivalent at 0.7%.

Tab 6 - Fixed Income Portfolio - Mr. Falduto went over the investment allocation of fixed income securities. The benchmark for current yield is 2.19%, and the actual yield was 3.69%.

MOTION: Made by Trustee Kobler, seconded by Trustee Pec to approve Sawyer & Falduto's Quarterly report.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

19. COMMUNICATIONS

None presented.

20. ADJOURNMENT

MOTION: Made by Trustee Pec, seconded by Trustee Kobler to adjourn the Board of Trustees meeting of the Police Pension Fund at the hour of 4:51 p.m.

UNANIMOUS VOICE VOTE

MOTION DECLARED CARRIED

PRESENTED, READ and APPROVED,

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Date

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President

Minutes transcribed by Debbie Hahn.

GL ACTIVITY REPORT FOR WILLOWBROOK  
TRANSACTIONS FROM 04/01/2018 TO 06/30/2018

Page:

1/1

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
<b>Fund 07 POLICE PENSION FUND</b>							
04/01/2018			07-62-401-242 LEGAL FEES				850.00
04/02/2018	AP	INV	ATWELL & ATWELL	FEBRUARY 2018	BEG. BALANCE 400.00		1,250.00
04/30/2018	AP	INV	ATWELL & ATWELL	MARCH 2018	950.00		2,200.00
04/30/2018	AP	INV	ATWELL & ATWELL	APRIL 2018	3,045.31		5,245.31
05/01/2018			2018-19 Fiscal Year Begin				0.00
06/30/2018			07-62-401-242	END BALANCE	4,395.31	0.00	4,395.31
			Cumulative Net Debits and Credits:				
04/01/2018			07-62-401-253 FINANCIAL ADVISORY FEES				21,228.63
04/30/2018	GJ	JE	REC POLICE PENSION MONTHLY INVE	1425	BEG. BALANCE 6,765.00		27,993.63
05/01/2018			2018-19 Fiscal Year Begin				0.00
06/30/2018			07-62-401-253	END BALANCE	6,765.00	0.00	6,765.00
			Cumulative Net Debits and Credits:				
04/01/2018			07-62-401-304 SCHOOLS CONFERENCE TRAVEL				2,627.62
04/30/2018	AP	INV	TIMOTHY KOBLER	IPPFA 2017	BEG. BALANCE 1,727.07		4,354.69
05/01/2018			2018-19 Fiscal Year Begin				0.00
05/08/2018	AP	INV	TIMOTHY KOBLER	IPPFA 2018 HOTEL	685.72		685.72
06/30/2018			07-62-401-304	END BALANCE	2,412.79	0.00	2,412.79
			Cumulative Net Debits and Credits:				
04/01/2018			07-62-401-531 DEPT OF INSURANCE FILING FEE				3,824.45
05/01/2018			2018-19 Fiscal Year Begin				0.00
05/22/2018	AP	INV	ILLINOIS STATE TREASURER	G31487	4,096.96		4,096.96
06/30/2018			07-62-401-531	END BALANCE	4,096.96	0.00	4,096.96
			Cumulative Net Debits and Credits:				
04/01/2018			07-62-401-581 PENSION BENEFITS				1,033,038.79
04/27/2018	PR	CHK	SUMMARY PR 04/27/2018		BEG. BALANCE 103,615.51		1,136,654.30
05/01/2018			2018-19 Fiscal Year Begin				0.00
05/25/2018	PR	CHK	SUMMARY PR 05/25/2018		103,615.51		103,615.51
06/22/2018	PR	CHK	SUMMARY PR 06/22/2018		103,615.51		207,231.02
06/30/2018			07-62-401-581	END BALANCE	310,846.53	0.00	207,231.02
			Cumulative Net Debits and Credits:				310,846.53
04/01/2018			07-62-401-582 WIDOW'S PENSION				35,303.07
04/27/2018	PR	CHK	SUMMARY PR 04/27/2018		BEG. BALANCE 3,209.37		38,512.44
05/01/2018			2018-19 Fiscal Year Begin				0.00
05/25/2018	PR	CHK	SUMMARY PR 05/25/2018		3,209.37		3,209.37
06/30/2018			07-62-401-582	END BALANCE	6,418.74	0.00	3,209.37
			Cumulative Net Debits and Credits:				6,418.74
04/01/2018			07-62-401-583 DISABILITY BENEFITS				63,059.17
04/27/2018	PR	CHK	SUMMARY PR 04/27/2018		BEG. BALANCE 5,802.07		68,861.24
05/01/2018			2018-19 Fiscal Year Begin				0.00
05/25/2018	PR	CHK	SUMMARY PR 05/25/2018		5,802.07		5,802.07
06/22/2018	PR	CHK	SUMMARY PR 06/22/2018		5,802.07		11,604.14
06/30/2018			07-62-401-583	END BALANCE	17,406.21	0.00	11,604.14
			Cumulative Net Debits and Credits:				17,406.21
04/01/2018			07-62-401-586 SEPARATION REFUNDS				0.00
04/27/2018	PR	CHK	SUMMARY PR 04/27/2018		BEG. BALANCE 5,081.01		5,081.01
05/01/2018			2018-19 Fiscal Year Begin				0.00
06/30/2018			07-62-401-586	END BALANCE	5,081.01	0.00	5,081.01
			Cumulative Net Debits and Credits:				

\* See attached detail

WILLOWBROOK POLICE PENSION FUND  
 Monthly Police Pension Beneficiary Payments  
 FY 2017-18

Retirement:	Retirement Date	Future Increases	2017										2018				Annual
			May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April			
Altobella, Mark	5/2/2016	1st inc 11/1/17	(7,069.11)	(7,069.11)	(7,069.11)	(7,069.11)	(7,069.11)	(7,069.11)	(7,369.55)	(7,369.55)	(7,590.64)	(7,590.64)	(7,590.64)	(7,590.64)	(7,590.64)	(87,516.32)	
Barnacle, John	4/1/2012		(6,553.62)	(6,553.62)	(6,553.62)	(6,553.62)	(6,553.62)	(6,553.62)	(6,553.62)	(6,553.62)	(6,750.23)	(6,750.23)	(6,750.23)	(6,750.23)	(6,750.23)	(79,429.88)	
Bozek, William D.	8/1/2011		(5,460.28)	(5,460.28)	(5,460.28)	(5,460.28)	(5,460.28)	(5,460.28)	(5,460.28)	(5,460.28)	(5,624.09)	(5,624.09)	(5,624.09)	(5,624.09)	(5,624.09)	(66,178.60)	
Finlon, Steven J.	8/1/2011		(5,962.20)	(5,962.20)	(5,962.20)	(5,962.20)	(5,962.20)	(5,962.20)	(5,962.20)	(5,962.20)	(6,141.07)	(6,141.07)	(6,141.07)	(6,141.07)	(6,141.07)	(72,261.88)	
Foley, Francis (Pat)	6/1/2010		(7,758.93)	(7,758.93)	(7,758.93)	(7,758.93)	(7,758.93)	(7,758.93)	(7,758.93)	(7,758.93)	(7,991.70)	(7,991.70)	(7,991.70)	(7,991.70)	(7,991.70)	(94,038.24)	
Kolodziej, Theodore	7/3/2017		-	(5,225.42)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(5,785.29)	(57,293.03)	
Konstanty, Ed	3/1/2010		(9,059.83)	(9,059.83)	(9,059.83)	(9,059.83)	(9,059.83)	(9,059.83)	(9,059.83)	(9,059.83)	(9,331.62)	(9,331.62)	(9,331.62)	(9,331.62)	(9,331.62)	(109,805.12)	
Kurinec, Michael J.	8/1/2011		(6,819.50)	(6,819.50)	(6,819.50)	(6,819.50)	(6,819.50)	(6,819.50)	(6,819.50)	(6,819.50)	(7,024.09)	(7,024.09)	(7,024.09)	(7,024.09)	(7,024.09)	(82,652.36)	
Long, Mark	10/8/2015		(6,043.29)	(6,043.29)	(6,043.29)	(6,043.29)	(6,043.29)	(6,043.29)	(6,043.29)	(6,043.29)	(6,224.59)	(6,224.59)	(6,224.59)	(6,224.59)	(6,224.59)	(73,244.68)	
Oggerino, Paul M.	1/4/2013	1st inc 5/1/17	(7,226.15)	(7,226.15)	(7,226.15)	(7,226.15)	(7,226.15)	(7,226.15)	(7,226.15)	(7,226.15)	(7,442.93)	(7,442.93)	(7,442.93)	(7,442.93)	(7,442.93)	(87,580.92)	
Pec, Joe	11/29/2008		(7,829.86)	(7,829.86)	(7,829.86)	(7,829.86)	(7,829.86)	(7,829.86)	(7,829.86)	(7,829.86)	(8,064.76)	(8,064.76)	(8,064.76)	(8,064.76)	(8,064.76)	(94,897.92)	
Pellicci, Andy	2/8/2015		(5,881.51)	(5,881.51)	(5,881.51)	(5,881.51)	(5,881.51)	(5,881.51)	(5,881.51)	(5,881.51)	(6,057.97)	(6,057.97)	(6,057.97)	(6,057.97)	(6,057.97)	(71,283.96)	
Shelton, Mark	7/14/2017		-	-	(4,553.31)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(8,266.63)	(78,952.98)	
Skiba, John	8/13/2015 *	1st inc 3/1/21	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(4,557.11)	(54,685.32)	
Svehla, Art	1/2/2018	1st inc 2/1/19	-	-	-	-	-	-	-	-	(6,544.64)	(6,762.79)	(6,762.79)	(6,762.79)	(6,762.79)	(26,833.01)	
<b>Disability:</b>			(80,221.39)	(80,221.39)	(90,000.12)	(94,273.31)	(94,273.31)	(94,273.31)	(94,573.75)	(94,573.75)	(103,397.36)	(103,615.51)	(103,615.51)	(103,615.51)	(103,615.51)	(1,136,654.22)	
Dusek, Joe			(2,919.07)	(2,919.07)	(2,919.07)	(2,919.07)	(2,919.07)	(2,919.07)	(2,919.07)	(2,919.07)	(2,965.90)	(2,965.90)	(2,965.90)	(2,965.90)	(2,965.90)	(35,216.16)	
McCarthy, James			(2,787.55)	(2,787.55)	(2,787.55)	(2,787.55)	(2,787.55)	(2,787.55)	(2,787.55)	(2,787.55)	(2,836.17)	(2,836.17)	(2,836.17)	(2,836.17)	(2,836.17)	(33,645.08)	
<b>Surviving Spouse:</b>			(5,706.62)	(5,706.62)	(5,706.62)	(5,706.62)	(5,706.62)	(5,706.62)	(5,706.62)	(5,706.62)	(5,802.07)	(5,802.07)	(5,802.07)	(5,802.07)	(5,802.07)	(68,861.24)	
Klevin, Martha	fixed - life		(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(3,209.37)	(38,512.44)	
<b>Monthly pension requirement beg May 2017</b>			<b>\$ (89,137.38)</b>	<b>\$ (89,137.38)</b>	<b>\$ (98,916.11)</b>	<b>\$ (103,189.30)</b>	<b>\$ (103,189.30)</b>	<b>\$ (103,189.30)</b>	<b>\$ (103,489.74)</b>	<b>\$ (103,489.74)</b>	<b>\$ (112,408.80)</b>	<b>\$ (112,626.95)</b>	<b>\$ (112,626.95)</b>	<b>\$ (112,626.95)</b>	<b>\$ (112,626.95)</b>	<b>\$ (1,244,027.90)</b>	

\*pension began Feb 1, 2016 at age 50

**WILLOWBROOK POLICE PENSION FUND**

**Monthly Police Pension Beneficiary Payments**

**FY 2018-19**

<u>Retirement:</u>	<u>Retirement Date</u>	Future Increases	<u>May</u>		<u>June</u>
			May	June	
Altobella, Mark	5/2/2016		(7,590.64)	(7,590.64)	
Barnacle, John	4/1/2012		(6,750.23)	(6,750.23)	
Bozek, William D.	8/1/2011		(5,624.09)	(5,624.09)	
Finlon, Steven J.	8/1/2011		(6,141.07)	(6,141.07)	
Foley, Francis (Pat)	6/1/2010		(7,991.70)	(7,991.70)	
Kolodziej, Theodore	7/3/2017	1st inc 8/1/18	(5,785.29)	(5,785.29)	
Konstanty, Ed	3/1/2010		(9,331.62)	(9,331.62)	
Kurinec, Michael J.	8/1/2011		(7,024.09)	(7,024.09)	
Long, Mark	10/8/2015		(6,224.59)	(6,224.59)	
Oggerino, Paul M.	1/4/2013		(7,442.93)	(7,442.93)	
Pec, Joe	11/29/2008		(8,064.76)	(8,064.76)	
Pelliccioni, Andy	2/8/2015		(6,057.97)	(6,057.97)	
Shelton, Mark	7/14/2017	1st inc 6/1/20	(8,266.63)	(8,266.63)	
Skiba, John	8/13/2015 *	1st inc 3/1/21	(4,557.11)	(4,557.11)	
Svehla, Art	1/2/2018	1st inc 2/1/19	(6,762.79)	(6,762.79)	
			(103,615.51)	(103,615.51)	
<u>Disability:</u>					
Dusek, Joe			(2,965.90)	(2,965.90)	
McCarthy, James			(2,836.17)	(2,836.17)	
			(5,802.07)	(5,802.07)	
<u>Surviving Spouse:</u>					
Klevin, Martha	fixed - life		(3,209.37)	-	

**Monthly pension requirement beg May 2018**

**\$ (112,626.95) \$ (109,417.58)**

\*pension began Feb 1, 2016 at age 50

PERIOD ENDING 04/30/2018

GL NUMBER	DESCRIPTION	BALANCE 04/30/2017	END BALANCE 04/30/2018	2017-18 AMENDED BUDGET
<b>Fund 07 - POLICE PENSION FUND</b>				
<b>Assets</b>				
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	85,853.26	39,881.04	
07-00-110-335	MONEY MARKET - MB FINANCIAL	259,852.98	0.00	
07-00-110-336	SCHWAB - PP MONEY MARKET	0.00	149,706.09	
07-00-120-250	US TREASURIES	61,606.41	548,852.03	
07-00-120-260	US AGENCIES	4,115,000.68	4,974,925.97	
07-00-120-270	MUNICIPAL BONDS	661,088.12	542,996.95	
07-00-120-288	CORPORATE BONDS	3,326,667.46	2,349,316.66	
07-00-120-289	EQUITIES	3,896,712.31	0.00	
07-00-120-290	MUTUAL FUNDS	6,447,387.41	12,921,220.30	
07-00-120-292	BROKERED CDS	100,000.00	100,000.00	
07-00-120-900	MARKET VALUE CONTRA	1,425,275.77	(134,852.65)	
07-00-130-401	ACCRUED INTEREST RECEIVABLE	105,374.67	88,831.14	
07-00-140-101	DUE TO/FROM GENERAL FUND	(88,320.24)	0.00	
<b>TOTAL ASSETS</b>		<b>20,396,498.83</b>	<b>21,580,877.53</b>	
<b>Liabilities</b>				
07-00-210-101	ACCOUNTS PAYABLE	0.00	5,722.38	
<b>TOTAL LIABILITIES</b>		<b>0.00</b>	<b>5,722.38</b>	
<b>Fund Equity</b>				
07-00-300-101	FUND BALANCE	19,021,207.76	20,396,498.83	
<b>TOTAL FUND EQUITY</b>		<b>19,021,207.76</b>	<b>20,396,498.83</b>	
<b>Revenues</b>				
07-00-310-607	VILLAGE CONTRIBUTION	805,809.94	871,362.96	871,363.00
07-00-310-906	POLICE CONTRIBUTIONS	196,680.30	199,070.84	208,955.00
07-00-320-108	INTEREST INCOME	567,321.66	1,112,774.31	500,000.00
07-00-320-110	UNREALIZED GAIN (LOSS) ON INVESTMENTS	251,589.86	(1,617,635.09)	0.00
07-00-320-111	GAIN (LOSS) ON INVESTMENTS	638,724.01	1,914,964.37	0.00
07-00-320-112	CONTRIBUTIONS/DONATIONS	0.00	50.00	0.00
<b>TOTAL REVENUES</b>		<b>2,460,125.77</b>	<b>2,480,587.39</b>	<b>1,580,318.00</b>
<b>Expenditures</b>				
07-62-401-242	LEGAL FEES	400.00	5,245.31	2,000.00
07-62-401-251	AUDIT FEES	3,869.00	3,126.00	3,126.00
07-62-401-252	ACTUARY SERVICES	4,400.00	4,400.00	4,400.00
07-62-401-253	FINANCIAL ADVISORY FEES	33,773.87	27,993.63	34,435.00
07-62-401-254	FIDUCIARY INSURANCE	3,026.00	3,083.00	3,117.00
07-62-401-304	SCHOOLS CONFERENCE TRAVEL	3,599.39	4,354.69	3,460.00
07-62-401-307	FEES DUES SUBSCRIPTIONS	795.00	795.00	815.00
07-62-401-531	DEPT OF INSURANCE FILING FEE	3,862.74	3,824.45	3,804.00
07-62-401-581	PENSION BENEFITS	929,558.58	1,136,654.30	973,575.00
07-62-401-582	WIDOW'S PENSION	38,512.44	38,512.44	38,512.00
07-62-401-583	DISABILITY BENEFITS	58,769.76	68,861.24	68,861.00
07-62-401-586	SEPARATION REFUNDS	4,267.92	5,081.01	0.00
<b>TOTAL EXPENDITURES</b>		<b>1,084,834.70</b>	<b>1,301,931.07</b>	<b>1,136,105.00</b>
<b>Total Fund 07 - POLICE PENSION FUND</b>				
<b>TOTAL ASSETS</b>		<b>20,396,498.83</b>	<b>21,580,877.53</b>	
BEG. FUND BALANCE		19,021,207.76	20,396,498.83	
+ NET OF REVENUES & EXPENDITURES		1,375,291.07	1,178,656.32	444,213.00
= ENDING FUND BALANCE		20,396,498.83	21,575,155.15	
+ LIABILITIES		0.00	5,722.38	
= TOTAL LIABILITIES AND FUND BALANCE		<b>20,396,498.83</b>	<b>21,580,877.53</b>	

PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	BALANCE 06/30/2017	END BALANCE 06/30/2018	2018-19 AMENDED BUDGET
<b>Fund 07 - POLICE PENSION FUND</b>				
<b>Assets</b>				
07-00-110-202	COMMUNITY BANK OF WB PP - 4155	44,419.55	2,959.05	
07-00-110-335	MONEY MARKET - MB FINANCIAL	305,864.45	0.00	
07-00-110-336	SCHWAB - PP MONEY MARKET	0.00	157,858.26	
07-00-120-250	US TREASURIES	61,606.41	548,852.03	
07-00-120-260	US AGENCIES	4,107,825.27	4,974,595.97	
07-00-120-270	MUNICIPAL BONDS	660,616.05	641,238.95	
07-00-120-288	CORPORATE BONDS	3,320,260.85	2,271,054.52	
07-00-120-289	EQUITIES	3,896,712.31	0.00	
07-00-120-290	MUTUAL FUNDS	6,447,387.41	12,921,220.30	
07-00-120-292	BROKERED CDS	100,000.00	100,000.00	
07-00-120-900	MARKET VALUE CONTRA	1,690,271.50	205,568.52	
07-00-130-401	ACCRUED INTEREST RECEIVABLE	105,374.67	88,831.14	
07-00-140-101	DUE TO/FROM GENERAL FUND	(61,137.39)	(29,549.59)	
<b>TOTAL ASSETS</b>		<b>20,679,201.08</b>	<b>21,882,629.15</b>	
<b>Liabilities</b>				
07-00-210-101	ACCOUNTS PAYABLE	4,407.00	0.00	
<b>TOTAL LIABILITIES</b>		<b>4,407.00</b>	<b>0.00</b>	
<b>Fund Equity</b>				
07-00-300-101	FUND BALANCE	20,396,498.83	20,396,498.83	
<b>TOTAL FUND EQUITY</b>		<b>20,396,498.83</b>	<b>20,396,498.83</b>	
<b>Revenues</b>				
07-00-310-607	VILLAGE CONTRIBUTION	134,055.84	134,012.92	871,084.00
07-00-310-906	POLICE CONTRIBUTIONS	33,785.54	32,008.72	198,690.00
07-00-320-108	INTEREST INCOME	45,483.76	31,076.91	500,000.00
07-00-320-110	UNREALIZED GAIN (LOSS) ON INVESTMENTS	251,476.34	340,419.51	0.00
07-00-320-111	GAIN (LOSS) ON INVESTMENTS	0.00	(3,216.85)	0.00
<b>TOTAL REVENUES</b>		<b>464,801.48</b>	<b>534,301.21</b>	<b>1,569,774.00</b>
<b>Expenditures</b>				
07-62-401-242	LEGAL FEES	0.00	0.00	6,500.00
07-62-401-243	COURT STENOPHGR	0.00	0.00	500.00
07-62-401-251	AUDIT FEES	0.00	0.00	3,282.00
07-62-401-252	ACTUARY SERVICES	4,400.00	0.00	4,400.00
07-62-401-253	FINANCIAL ADVISORY FEES	0.00	0.00	27,883.00
07-62-401-254	FIDUCIARY INSURANCE	0.00	0.00	3,175.00
07-62-401-304	SCHOOLS CONFERENCE TRAVEL	7.00	685.72	3,510.00
07-62-401-307	FEES DUES SUBSCRIPTIONS	0.00	0.00	819.00
07-62-401-531	DEPT OF INSURANCE FILING FEE	3,824.45	4,096.96	4,461.00
07-62-401-543	EXAMS - PHYSICAL	0.00	0.00	7,500.00
07-62-401-581	PENSION BENEFITS	160,442.80	207,231.02	1,255,661.00
07-62-401-582	WIDOW'S PENSION	6,418.74	3,209.37	38,512.00
07-62-401-583	DISABILITY BENEFITS	11,413.24	11,604.14	70,007.00
<b>TOTAL EXPENDITURES</b>		<b>186,506.23</b>	<b>226,827.21</b>	<b>1,426,210.00</b>
<b>Total Fund 07 - POLICE PENSION FUND</b>				
<b>TOTAL ASSETS</b>		<b>20,679,201.08</b>	<b>21,882,629.15</b>	
BEG. FUND BALANCE - 2017-18		20,396,498.83	20,396,498.83	
+ NET OF REVENUES/EXPENDITURES - 2017-18			1,178,656.32	
+ NET OF REVENUES & EXPENDITURES		278,295.25	307,474.00	143,564.00
= ENDING FUND BALANCE		20,674,794.08	21,882,629.15	
+ LIABILITIES		4,407.00	0.00	
= TOTAL LIABILITIES AND FUND BALANCE		<b>20,679,201.08</b>	<b>21,882,629.15</b>	

# APPLICATION FOR MEMBERSHIP

## WILLOWBROOK POLICE PENSION FUND

I hereby make application to come under the terms and conditions of the Police Pension fund of the Municipality of Willowbrook, Illinois.

Name: TERESA MADIE ESCUEDA

Maiden Name (if applicable)

Date of Birth: \_\_\_\_\_

Place of Birth: OAK LAWN, IL

Social Security Number: \_\_\_\_\_

Spouse Name: \_\_\_\_\_

Spouse's Maiden Name (if applicable)

Spouse Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Married on: \_\_\_\_\_

### LIST ALL MINOR CHILDREN WITH THEIR DATES OF BIRTH.

Born: \_\_\_\_\_

Born: \_\_\_\_\_

Born: \_\_\_\_\_

Please include copy of marriage license or copy of dissolution of previous marriage and copies of birth certificates of each child

Please include applicant's legal parent's full names and indicate if living or deceased:

Father JOSE ESCUEDA  Living  Deceased

Mother MARY DAULATTE ESCUEDA  Living  Deceased

I was first appointed as a full time police officer on MAY 14TH, 2018 and have continued to serve since that date. If service has been broken, list all dates in which you were not in receipt of regular salary and the date of re-entry on the attached Form (i.e. suspension, leave of absence, military service, disability, etc. Certified copies of birth and marriage certificates are attached with this application per the request of the pension board.

TERESA MADIE ESCUEDA  
Applicant

Approved for membership into the Willowbrook Police Pension Fund and duly recorded in the Minute Book on \_\_\_\_\_, 20 \_\_\_\_\_.

Secretary/Board of Trustees  
Police Pension Fund

President/Board of Trustees



# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

July 11, 2018

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman

MEMO TO: Village of Willowbrook Police Pension Board

FROM: Carrie Dittman, Director of Finance *C.D.*

SUBJECT: Officer Eulalio Mestre's Refund Request

Former Willowbrook police officer Eulalio Mestre separated from employment with the Village on April 2, 2018. On June 12, 2018, we received a request from Officer Mestre for a refund of his accumulated pension contributions, to be paid directly to him. Officer Mestre has contributed \$4,243.02 into the pension fund. His contributions do not earn any interest.

After the pension board approves the refund of Officer Mestre's accumulated contributions, the Village will send the accumulated contributions to him on the next payroll.

Please feel free to contact me with any questions.



Proud Member of the  
Illinois Route 66 Scenic Byway

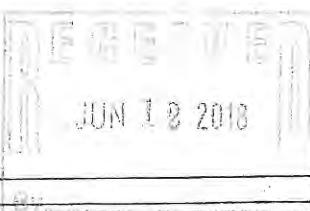
**Carrie Dittman**

---

**From:** Eulalio Mestre <[reddacted](mailto:reddacted)>  
**Sent:** Tuesday, June 12, 2018 4:22 PM  
**To:** Carrie Dittman  
**Subject:** Papers  
**Attachments:** new doc 2018-06-12 16.20.36.pdf

Here is the paperwork  
Thank you

Sent from my iPhone



## Distribution/Withdrawal Request

PLEASE PRINT LEGIBLY IN BLUE OR BLACK INK

### 1. Participant/Plan Information:

Fund Name:		Marital Status
		<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married
		<input type="checkbox"/> Divorced <input type="checkbox"/> Widowed
Social Security Number		Date of Birth
Last Name MESNE	First Name ESTALIO	MI.
Street Address (Legal Residence - No P.O. Boxes)		
City	State	Zip Code

### 2. Method of Payment:

<input checked="" type="checkbox"/> Paid to Me	<input type="checkbox"/> Direct Rollover to an eligible retirement plan	<input type="checkbox"/> Combination of _____ (% or \$ Amount) PAID TO ME and _____ (% or \$ Amount) paid to my Direct Rollover to an eligible retirement plan
Name of Plan Contact/Financial Consultant		Account Number
Name of Eligible Retirement Plan Financial Institution		
Mailing Address of Plan/Financial Institution		
City	State	Zip Code

### 3. Payment Mailing Instructions

- Check to Me - check will be mailed as indicated in Section 1
- Mail Check to Me at ALTERNATE ADDRESS - check will be mailed to the alternate address as indicated below
- Mail Check to an eligible retirement plan- check will be mailed to the financial institution as indicated in Section 2.
- Direct Deposit payment to Me or Financial Institution for a Rollover – The following information must be completed:

Bank Name: \_\_\_\_\_

Bank ABA #: \_\_\_\_\_

Bank Account #: \_\_\_\_\_

Type of Account (Checking/Savings): \_\_\_\_\_

Bank Address: \_\_\_\_\_

Bank Phone #: \_\_\_\_\_

To avoid unclear or erroneous information, please attach a voided check or a copy of a voided check.

Alternate Address Send Check To: <b>EULALIO MESTRE JR.</b>		Telephone [REDACTED]
Street Address [REDACTED]		
City [REDACTED]	State [REDACTED]	Zip Code [REDACTED]
<b>4. Tax Withholding Information: (Not applicable to rollovers)</b>		
Unless otherwise directed, federal tax withholding is as follows:		
0% - withheld for rollovers		
20% - mandatory withheld for all other distributions greater than \$200		
Do you wish to have additional federal taxes withheld in excess of the above amounts? (Select one)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      If Yes, submit a completed W-4P form.		

<b>5. Participant/Payee Certification &amp; Signature:</b>		
<p>I certify under penalty of perjury that I have received and read the 'Distribution Rollover Notice' and understand the terms and conditions relating to the payment of taxable benefits elected on this form. I understand that I have the right to consider the decision as to whether or not to elect a direct rollover for a period of at least 30 days from the date the Distribution Rollover Notice was given to me. By returning this Distribution/Withdrawal Request form dated before the 30 day period, I hereby waive any such rights and make the above election for the refund payment.</p> <p>I further certify that the information I have provided on this form is true and correct to the best of my knowledge and that the Direct Rollover to an Eligible Retirement Plan named above is an "Eligible Rollover Distribution" as defined in Code Section 401(a)(31)(D). I acknowledge that a false statement by me may cause the Fund legal damages, in which event I agree to be fully responsible for all such amounts and agree that this shall be binding upon my heirs and my estate in the event of my death. I understand that the trustee of the Fund will rely on this information in making the distribution that I have requested. I acknowledge that in the event any section of this form is incomplete, my distribution will be delayed until all information is received by the Fund. I also understand that once this request for a distribution or withdrawal has been processed, the transaction is irrevocable.</p> <p>If I am divorced, I certify that there is no domestic relations order associated with my benefits under this retirement plan.</p>		
 <input type="checkbox"/>	<b>PARTICIPANT SIGNATURE</b>	<u>24 APR 2016</u> <b>DATE</b>
<p><b>RETURN THIS FORM BACK TO THE VILLAGE OF WILLOWBROOK FOR PROCESSING BY EMAIL OR REGULAR MAIL TO:</b></p> <p>Village of Willowbrook Carrie Dittman 835 Midway Drive Willowbrook, IL 60527 Email: <a href="mailto:cdittman@willowbrook.il.us">cdittman@willowbrook.il.us</a></p>		

Employee ID	Employee Name	Retirement Period	Gross	Withdrawn	Employer Contributions	Taxable Contributions	Pre-Tax Contributions	Interest	Balance
0298	MESTRE JR., EULALIO	1983	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1985	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1986	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1987	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1988	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1989	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1990	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1991	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1992	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1993	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1994	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1995	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1996	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1997	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1998	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		1999	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2002	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2003	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2004	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2005	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2009	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2011	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2014	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2016	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		2017	24,305.61	0.00	0.00	0.00	0.00	2,431.67	0.00
		2018	21,323.86	0.00	0.00	0.00	0.00	1,811.35	0.00
Totals for Employee:		0298	45,629.47	0.00	0.00	0.00	0.00	4,243.02	4,243.02
Grand Totals:			45,629.47	0.00	0.00	0.00	4,243.02	0.00	4,243.02



# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

Mayor

Frank A. Trilla

July 11, 2018

MEMO TO: Police Pension Board

FROM: Carrie Dittman, Director of Finance *C.D.*

SUBJECT: Officer Alex Erdmann Military Buy Back Application

Village Trustees

Sue Berglund

Enclosed for your review is an application for buyback of military time submitted by Officer Alex Erdmann. As noted on the paperwork, Officer Erdmann has requested to purchase 24 months of creditable service which would make his effective start date August 2, 2015. The cost to Officer Erdmann would be **\$46,525.58** payable to the Police Pension Fund as of **August 1, 2018**. The board could allow Officer Erdmann to make payments up to a period of 5 (five) years, however the amount would have to be fully paid before termination with the fund or the additional service time would not be granted.

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

As required under state statute, as the Finance Director/Pension Fund Treasurer I have attached Officer Erdmann's military buyback calculation as calculated by the Pension Fund's actuary as well as my own independent calculation.

Village Administrator

Tim Halik

Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman



Proud Member of the  
Illinois Route 66 Scenic Byway

**Election to Purchase Military Service Time Served Prior to Employment  
Village of Willowbrook Police Pension Fund**

RECEIVED  
R JUL 09 2018  
By \_\_\_\_\_

By signing below, I request that a calculation be performed per Public Act 096-1260, to determine the amount of money due from me to my Police Pension Fund to transfer up to 24 months of military service time served prior to my hiring by the police department.

I have attached documentation of my military service. I understand that I am giving consent to the performance of the calculation only and that I am not advising any party of commitment on my part to remit funds.

Member Name: Alexander J. Erdmann

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date of Hire: 08/02/2017

Military Service Dates I wish to Purchase (up to 24 months). Please include month/date/year.

From 03 / 13 / 2008 to 03 / 13 / 2010

Member Signature AJ Erdmann

Date of Signature 07/03/2018

**To Be Completed by a Pension Board Trustee:**

Annualized Pensionable Salary as of the Date of Hire: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

Signature of  
Pension Fund  
Representative \_\_\_\_\_ Date \_\_\_\_\_

Please **Village of Willowbrook Finance Dept.**  
Forward **c/o Carrie Dittman**  
To: **835 Midway Drive**  
**Willowbrook, IL 60527**

**Village of Willowbrook Police Pension Fund  
Purchase of Military Service Time Served Prior to Employment**

Member's Name:	Alex Erdmann				
Date of Hire by Pension Fund:	8/2/2017				
Date of Military Service:	3/13/08-12/15/12				
Military Service Time (Months and Days):	24 months = 730 days maximum				
Dates for which creditable service is being created	8/2/15-8/1/17				
Member's Annualized Pensionable Salary as of the Date of Hire:	65,098.00				
Date of payment to credit additional service time:	8/1/2018				
Fiscal year end of Fund:	April 30				

Police Pension Fund Fiscal Year End	Assumed Salary as Military Employee (through FYE)	Total Normal Cost Percentage (as of FYE)	Total Normal Cost (Employee Contributions and Employer Normal Cost)	Interest Period	Interest Rate	Total Normal Cost	
						(Employee Contributions and Employer Normal Cost)	(Employee Contributions and Employer Normal Cost) Plus Interest
4/30/16	48,511.39	33.157%	16,084.92				
4/30/17	65,098.00	33.814%	22,012.24				
4/30/18	16,586.61	31.855%	5,283.33				
			43,380.49	1 year = 365 days	1.00	7.25%	46,525.58
						Total Contributions required to be paid to the Article 3 Police Pension Fund	
							8/2/15-4/30/16
							5/1/16-4/30/17
							5/1/17-8/1/17
							93 730

(1) Per Department of Insurance Actuarial Valuation Balance Sheet/Actuarially Determined Tax Levy report.

(2) The Interest Period is the period of time between the date of membership in the fund (8/2/17) and the date of payment (8/1/18).

employer contrate (3)	employee rate	total rate
AV dated 5/1/2015	23.24%	9.91%
AV dated 5/1/2016	23.904%	9.91%
AV dated 5/1/2017	21.943%	9.91%

(3) Employer contribution rate = entry age normal cost / total annual salaries

## POLICE TRANSFER FOR MILITARY SERVICE

(in accordance with DOI instructions)

## WILLOWBROOK

## Determination of Normal Cost rate

Year [fye] 4/30	val date 5/1/(fye-1)	Annual Salaries	Employer Normal Cost Recommended	Employer NC rate Recommended	Current Employee Rate	Total Normal Cost Percentage
2015	2014	1,896,084	440,295	23.22%	9.910%	33.131%
2016	2015	1,987,441	462,013	23.25%	9.910%	33.157%
2017	2016	2,003,690	478,970	23.90%	9.910%	33.814%
2018	2017	2,033,854	446,289	21.94%	9.910%	31.853%

Transfer for Officer hired in 2017

Service Date 8/2/2017  
Salary at hire \$65,098.00

Service Purchase 730 days

Beginning Date 08/03/15 Ending Date 08/01/17

Pension Fiscal Year End (FYE)	Days	Salary as Police Employee on first FYE	Total Normal Cost Percentage (Police Fund) (as of FYE)
4/30/2016 (* LEAP)	272.00	48,511.39	33.157%
4/30/2017	365.00	65,098.00	33.814%
4/30/2018	93.00	16,586.61	31.853%
Total	730.00	130,196.00	

\* 2/29 in this year

Pension Fiscal Year End (FYE)	Days	Salary as Employee (through FYE)	Total Normal Cost Percentage (Police Fund) (as of FYE)	Employee and Employer Contribs. (would have been paid)
4/30/2016		48,511.39	33.157%	16,084.74
4/30/2017		65,098.00	33.814%	22,012.50
4/30/2018		16,586.61	31.853%	5,283.34
			TOTAL	43,380.57
Date of Payment		Employee and Employer Contribs. (Contribution Amount)	Interest Period (days)	Contribution Plus Interest = [(Contribution Amount) X {(1+Interest Rate)}^(Interest Pe
8/1/2018		43,380.57	365	46,525.66

TOTAL \$46,525.66



# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5549

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Robert Schaller

Director of Finance

Carrie Dittman

July 11, 2018

MEMO TO: Police Pension Board

FROM: Carrie Dittman, Director of Finance *C.D.*

SUBJECT: Death of Beneficiary Martha Klevin

On June 6, 2018, I received notice that Martha (Ruth) Klevin, surviving spouse of Richard Klevin, passed away on May 30, 2018. The information was relayed by Tom Novotny, the son-in-law of Mrs. Klevin. To date, we have not yet received the death certificate as it has not yet been received by the family. However, we ceased payment on the benefit payments effective with the month of June. The benefit payment for May was paid on May 25, 2018.

Upon confirming with the Pension Board attorney, Charlie Atwell, the Police Pension board could recoup pension benefits paid for the portion of the month for which the beneficiary was deceased. In this case, that would be for one day (May 31, subject to verification once we receive the death certificate) and would amount to \$103.53. The Pension Board could waive the collection of the overpayment.

ILCS provides for continuing payment to the deceased pensioner's children under 18 at time of widow's death or disabled dependent children. Mr. Novotny relayed to me that there are no minor or disabled dependent children, and this was confirmed via a review of Richard Klevin's pension file.



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## Obituary - Martha R (Creamer) Kleven



### Martha R (Creamer) Kleven

**January 8, 1934 - May 30, 2018****Age: 84****Residence: Peel, AR****Formerly of: Covington, KY**[Print Obituary](#):

Share:



#### Funeral Home Information

Cremations of the Ozarks

**CREMATIONS**  
of the Ozarks  
"Our family serving yours"**Address:**130 Industrial Park, Suite E  
Hollister, MO 65672

Phone: (417) 544-0218

[Visit Website](#)

Martha Ruth Kleven, age 84, of Peel, Arkansas, passed away May 30, 2018, in Branson, Missouri. Martha was born in Covington Kentucky, on January 8, 1934, the daughter of Richard and Gladys (Ochs) Creamer. Arrangements and cremation are under the direction of Cremations of the Ozarks.

Martha was a wonderful cook and had a heart for service to others. She also dedicated her time to raising a family and volunteering at American Legion Post #340. Her pastimes included dancing, painting, playing cards, crafting, watching tv, and playing computer games. Memories of Martha will be treasured by many.

She was preceded in death by her parents; her husband, Richard "Dick" Kleven; two brothers: Jim and Richard; and two sisters: Jane and Marilyn.

Martha is survived by son, David (Debbie) Kleven of Las Vegas, Nevada; daughter, Deb (Tom) Novotny of Downers Grove, Illinois; daughter, Cindy Kleven of Peel, Arkansas; son, Rick Kleven of Harrison, Arkansas; and thirteen grandchildren: Jim, Tracy, Justin, Jeff, Jason, Alyssa, Alison, Bryan, Mike, Michelle, Kris, Matt, and Jeff.

A private gathering in memory of Martha Kleven will be held at a later time. Memorial contributions may be made to the American Legion Post #340. To leave an online condolence, please visit [www.cremationsoftheozarks.com](http://www.cremationsoftheozarks.com).

[Guestbook](#)

[http://bransontrilakesnews.com/obituaries/article\\_119f428c-68e7-11e8-b48e-efe0069a14ea.html](http://bransontrilakesnews.com/obituaries/article_119f428c-68e7-11e8-b48e-efe0069a14ea.html)

## Martha Ruth Kleven

Jun 5, 2018

A private gathering for Martha Ruth Kleven, 84, of Peel, Ark., will be held at a later date. Arrangements and cremation were under the direction of Cremations of the Ozarks.

She died May 30, 2018.

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Martha was born on Jan. 8, 1934, in Covington, Ky., daughter of Richard and Gladys Ochs Creamer. She volunteered at the American Legion Post #340.

She was preceded in death by her parents; husband, Richard "Dick" Kleven; brothers, Jim and Richard and sisters, Jane and Marilyn.

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Survivors include her sons, David and wife Debbie Kleven, of Las Vegas, Nev. and Rick Kleven, of Harrison, Ark.; daughters, Deb and husband Tom Novotny, of Downers Grove, Ill. and Cindy Kleven, of Peel, Ark. and 13 grandchildren.

Memorials may be made to the American Legion Post #340. To leave online condolences, visit [cremationsoftheozarks.com](http://cremationsoftheozarks.com).

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[http://harrisdaily.com/obituaries/martha-ruth-kleven/article\\_44881b4c-68dd-11e8-8fbf-63660619d440.html](http://harrisdaily.com/obituaries/martha-ruth-kleven/article_44881b4c-68dd-11e8-8fbf-63660619d440.html)

## Martha Ruth Kleven

Death • Jan. 8, 1934 - May 30, 2018 Jun 5, 2018

A private gathering in Martha's memory will be held at a later time; arrangements are with Cremations of the Ozarks, Hollister, Mo.

Martha Ruth Kleven, 84, of Peel, died Wednesday, May 30 (2018) at Branson, Missouri.



A private gathering in Martha's memory will be held at a later time. Arrangements and cremation are with Cremations of the Ozarks, Hollister, Missouri.

Memorial contributions may be made to the American Legion Post No. 340.

The daughter of Richard and Gladys (Ochs) Creamer was born Jan. 8, 1934, at Covington, Kentucky. She was the husband of the late Richard "Dick" Kleven.

## **WILLOWBROOK POLICE PENSION FUND INVESTMENT POLICY**

### **PURPOSE**

The investment of pension funds is the responsibility of the members of the Board of Trustees of the Willowbrook Police Pension Fund (Pension Board). The purpose of this investment policy is to:

- Indicate a conscious, formal effort by the Pension Board to develop, implement and monitor the investment of pension funds;
- Define and assign the responsibilities of all parties involved;
- Establish the relevant investment horizon for which the Pension Fund will be managed;
- Offer guidance and limitations to all Investment Managers regarding the investment of Pension Fund
- Communicate the Pension Board's policy views on management of pension funds to the public, participants, and beneficiaries of the Willowbrook Police Pension Fund (Fund);
- Establish long-term expected rates; and
- Establish a basis of evaluation investment results.

In general, the purpose of this investment policy is to outline a philosophy which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical. This document is intended to serve as a reference tool, an operating code, and a communications link between the Board of Trustees, its staff, and its investment professionals.

### **SCOPE**

This policy governs the investment practices and applies to all financial transactions of the Willowbrook Police Pension Fund (Pension Fund).

### **OBJECTIVES**

The Pension Board has a fiduciary responsibility to discharge its duties with respect to the Pension Fund solely in the interest of the participants and beneficiaries as set forth in the Illinois Pension Code.

**Safety of Principal** – Preservation of principal is the foremost objective of the Pension Board. Investment transactions shall seek to first ensure that large capital losses are avoided. Additionally, the objective of the Pension Board is to avoid erosion of principal resulting from securities defaults.

**Return on Investments** – The Pension Board seeks to attain or exceed market rates of return on investments consistent with constraints imposed by safety objectives, cash flow considerations and Illinois Laws that restrict the placement of public funds.

**Maintenance of Public Trust** – All participants in the investment process shall seek to act responsibly as custodians of the Pension Fund. Investment officials shall avoid any transactions that might reasonably impair Pension Fund participant's confidence in the Pension Board's ability to manage the Pension Fund.

**Liquidity** – The assets shall be sufficiently liquid to meet the Pension Fund's disbursement requirements for the payment of operating expenses and benefits.

### **RESPONSIBILITY**

Management of the investment program is the responsibility of the Pension Board. No person may engage in an investment transaction except as provided under terms of this policy established by the Pension Board.

The Treasurer of the Pension Fund shall be responsible for establishing internal controls and written procedures for the operation of the investment program. (30 ILCS 230/2.5(a)(7)).

The Pension Board will generally be responsible for the following:

- Complying with applicable laws, regulations, and rulings.
- Selecting all qualified investment professionals.

- Monitoring and evaluating investment performance and compliance with this Policy.
- Reviewing and suggesting changes, as needed, to this Policy.
- Establishing and reviewing the appropriateness of the Pension Fund's asset allocation policy.
- Taking action according to this policy.

The Pension Board may appoint an investment manager (as defined in 40 ILCS 5/1 – 101.4) to assist in the management of the investment program. The investment manager shall acknowledge, in writing, that he or she is a fiduciary with respect to the Pension Fund. Any such written acknowledgement shall be attached to this policy or included in the agreement between the Pension Board and the investment manager.

The Pension Board will meet with the investment manager quarterly to review market conditions and to determine investment strategy. This review will include analysis of the investment portfolio, its effectiveness in meeting the Pension Fund's needs for safety, liquidity, rate of return, and diversification, and its general performance.

## **PRUDENCE**

---

The standard of prudence to be used by investment officials shall be the "prudent investor" and shall be applied in the context of managing the portfolio. Investments shall be made with the care, skill, prudence and diligence that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of like character with like aims.

## **PROHIBITED TRANSACTIONS**

---

A Fiduciary with respect to the Pension Fund shall not:

1. Deal with the assets of the Pension Fund in his or her own interests or for his or her own account.
2. In their individual or other capacity effect any transaction involving the Pension Fund on behalf of a party whose interests are adverse to the interests of the Pension Fund or the interests of its participants or beneficiaries.
3. Receive any consideration for his or her own personal account from any party dealing with the Pension Fund in connection with a transaction involving the assets of the Pension Fund.
4. Knowingly cause or advise the Pension Fund to engage in an investment transaction when the fiduciary (i) has any direct interest in the income, gains, or profits of the investment advisor through which the investment transaction is made or (ii) has a business relationship with that investment advisor that would result in a pecuniary benefit to the fiduciary as a result of the investment transaction. (40 ILCS 5/1-110)

## **INVESTMENT INSTRUMENTS**

---

The Pension Fund may invest in any type of investment instrument permitted by Illinois law, as described in Chapter 40 of the Illinois Compiled Statutes, 40 ILCS 5/1-113.2 through 113.4a. Permitted investment instruments include, but are not limited to:

1. Interest bearing direct obligations of the United States of America.
2. Interest bearing obligations to the extent that they are fully guaranteed or insured as to payment of principal and interest by the United States of America.
3. Interest bearing bonds, notes, debentures, or other similar obligations of agencies of the United States of America. For the purposes of this section, "Agencies of the United States of America" include:
  - a. The Federal National Mortgage Association and the Student Loan Marketing Association.
  - b. Federal Land Banks, Federal Intermediate Credit Banks, Federal Farm Credit Banks, and any other entity authorized to issue direct debt obligations of the United States of America under the Farm Credit Act of 1971.
  - c. Federal Home Loan Banks and the Federal Home Loan Mortgage Corporation.

- d. Any agency created by act of Congress that is authorized to issue direct debt obligations of the United States of America.
- 4. Corporate bonds managed through an investment advisor must meet all of the following requirements:
  - a. The bonds must be rated as investment grade by one of the 2 largest rating services at the time of purchase.
  - b. If subsequently downgraded below investment grade, the bonds must be liquidated by the manager from the portfolio within 90 days after being downgraded.
- 5. Interest bearing savings accounts or certificates of deposit, issued by federally chartered banks or savings and loan associations, or by State of Illinois chartered banks or savings and loan associations, to the extent that the deposits are insured by agencies or instrumentalities of the federal government.
- 6. Interest bearing bonds of the State of Illinois or interest bearing bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois.
- 7. Pooled interest bearing accounts managed by the Illinois Public Treasurer's Investment Pool in accordance with the deposit of state moneys act.
- 8. Direct obligations of the State of Israel.
- 9. Money Market Mutual Funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies; provided that the portfolio of the money market mutual fund is limited to:
  - a. Bonds, notes, certificates of indebtedness, treasury bills, or other securities that are guaranteed by the full faith and credit of the United States of America or its agencies.
  - b. Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
- 10. Not to exceed 10% of the portfolio, separate accounts that are managed by life insurance companies authorized to transact business in Illinois and are comprised of diversified portfolios consisting of common or preferred stock, bonds or money market instruments or mutual funds that meet the requirement as outlined in item 11 below.
- 11. In addition to the items listed above, if the Pension Fund has net assets of \$2,500,000 or more it may invest a portion of its net assets in mutual funds that meet the following requirements:
  - a. The mutual fund is managed by an investment company as defined and registered under the Federal Investment Company Act of 1940 and registered under the Illinois Securities Law of 1953.
  - b. The mutual fund has been in operation for at least five years.
  - c. The mutual fund has total net assets of \$250 million or more.
  - d. The mutual fund is comprised of diversified portfolios of common or preferred stocks, bonds, or money market instruments.
- 12. In addition to the items listed above, if the Pension Fund has net assets of \$5,000,000 or more it may invest a portion of its net assets in common and preferred stocks that meet the following requirements:
  - a. Investments made through an investment advisor with a written contract.
  - b. Stocks of U.S. Corporations that have been in existence for 5 years.
  - c. Corporations not in arrears in payment of dividends in the last 5 years.
  - d. Market value of stock in any one corporation does not exceed 5% of cash and invested assets of pension fund.
  - e. Stock in any one corporation does not exceed 5% of the total outstanding stock in the corporation.
  - f. Stocks listed on national securities exchange or quoted in NASDAQNMS.

13. In addition to the items mentioned above, if the Pension Fund has net assets of at least \$10,000,000 the fund may, through that investment adviser, invest an additional portion of its assets in common and preferred stocks and mutual funds.

If the Pension Fund has net assets of at least \$2,500,000 but less than \$10,000,000, the Pension Fund's investment in the above equity investments (#10, 11 and 12) shall not exceed 45% of the market value of the Pension Fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

If the Pension Fund has net assets of at least \$10,000,000, the Pension Fund's total investment in the above equity investments (#'s 10, 11 and 12) shall not exceed 60% effective July 1, 2011 and 65% effective July 1, 2012 of the market value of the Pension Fund's net present assets stated in its most recent annual report on file with the Illinois Department of Insurance.

The 65% maximum allocation is subject to statutory interpretation and any change to the maximum allocation will be made by motion and approval by the Board of Trustees of the Pension Fund.

Investments of the Pension Fund will be registered in the name of the Pension Fund and placed with a custodian approved by the Pension Board so long as the custodian meets the requirements of state statutes.

## **PERFORMANCE MEASUREMENTS**

Performance will be calculated using professional standards as established by the CFA Institute. The Pension Board may include (but is not limited to) the following benchmarks for evaluating the Pension Fund's performance:

Application	Benchmark
Cash Equivalents	U.S. Treasury Bills (90 day)
Fixed Income	Barclay's U.S. Government Index
Fixed Income	Barclay's U.S. Government/Credit Index
Large Capitalization Equities	Standard & Poor's 500 Stock Index
Small Capitalization Equities	Russell 2000 Stock Index
International Equities	Morgan Stanley Capital International Europe/Australia/Far East Index

The investment performance of total portfolios, as well as asset class components, will be measured against said benchmarks. The Trustees reserve the right to terminate a manager for any reason including, but not limited to, the following:

- Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
- Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
- Significant qualitative changes to the investment management organization.

## **CONTROLS**

The Pension Board maintains Pension Fund books and records in conformance with generally accepted accounting principles. Internal controls shall be reviewed by the Pension Board and may be reviewed by an independent auditor. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees and officers of the Pension Board.

## **DIVERSIFICATION / STRATEGY**

### **Fixed Income**

The average maturity/duration of the portfolio will be managed based upon the current existing interest rate environment. Under most circumstances the average maturity and duration of the portfolio will be maintained at approximately 5.0 years and will range from 2.0 years to 7.0 years. This type of strategy will often result in increasing the maturity/duration of the portfolio when interest rates are rising and decreasing the maturity/duration of the portfolio when interest rates are declining. The investment manager may change the duration of the portfolio as market conditions permit.

The allocation guidelines, by asset class, for the fixed income investments are as follows:

	<b>Normal Allocation</b>	<b>Range of Allocation</b>
U.S. Treasury Bills/Notes/Bonds	30%	0-100%
U.S. Government Agency Securities (non-MBS)	35%	0-70%
U.S. Government Agency Securities (Callable)	10%	0-30%
U.S. Government Agency Securities (MBS)	5%	0-10%
Taxable Municipal Securities	10%	0-20%
Certificates of Deposit	0%	0-20%
Investment Grade Corporate Bonds	10%	0-30%

Under normal market conditions the structure of the portfolio will be within these limits. However, the portfolio manager may diverge from the above guidelines due to abnormal market conditions.

### **Equities**

Once the Pension Fund reaches the equity allocation approved by the Pension Board and permitted by law, normal asset allocation range for equity portfolio allocation weightings should be:

	<b>Normal Allocation</b>	<b>Range of Allocation</b>
U.S. Large Company Stocks	70%	40 - 100%
U.S. Small Company Stocks	20%	0 - 40%
International Stocks	10%	0 - 20%

The Pension Fund asset allocation should be rebalanced at least annually when the equity allocation rises above the maximum allowable as a percentage of assets as defined by Illinois State Statute.

### **LONG-TERM EXPECTED RATES (as required by GASB 67)**

Annually, as of the fiscal year end date of the Pension Fund, the Investment Manager shall provide the Pension Board with Long-Term Expected Rates as required by GASB 67 at or before the next regularly scheduled pension board meeting. (The Long-Term Expected Rates as of the date of the signing of this policy are attached after the signature page. Future annual updates will be maintained in the files of the Pension Fund).

## **COLLATERALIZATION**

It is the policy of the Pension Fund to require that all deposits in excess of FDIC insurable limits (applies to bank Certificates of Deposit and other cash deposits) be secured by collateral in order to protect deposits in the event of the bank's default. Eligible collateral instruments are U.S. Government Securities, Obligations of Federal Agencies, Obligations of the State of Illinois and/or local and municipal bonds rated "A" or better by Moody's. Collateral must be evidenced by a written agreement and held in safekeeping by a third party.

## **CUSTODY AND SAFEKEEPING OF INVESTMENTS**

Third party safekeeping is required for all securities owned by the Pension Fund (40 ILCS 5/1-113.7). Custody arrangements shall be documented by an approved written agreement. The agreement may be in the form of a safekeeping agreement, trust agreement, escrow agreement or custody agreement.

## **ETHICS AND CONFLICTS OF INTEREST**

Any fiduciary with respect to the Pension Fund shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair his or her ability to make impartial investment decisions.

## **REPORTING**

At least quarterly, the Treasurer shall submit to the Pension Board an investment report which shall describe the portfolio in terms of investment securities, maturity, cost, transactions and earnings for the current period. The Treasurer shall also submit a comprehensive annual report on the Pension Fund and its activity.

## **MEETING SCHEDULE**

The Pension Board shall schedule periodic meetings for the purposes of portfolio and investment manager review. Special meetings may be called from time-to-time by the Pension Board.

## **AUDIT**

Pension Fund is subject to periodic examination by Illinois Department of Insurance-Public Pension Division.

## **FILING**

The Board shall file a copy of this policy with the Illinois Department of Insurance, Public Pension Division within thirty (30) days of its adoption. The Board shall make a copy of this Policy available to the public at the main administrative office of the Pension Fund. (40 ILCS 5/1-113.6; 30 ILCS 235/2.5(c))

## **INDEMNIFICATION**

The Pension Fund may indemnify and protect the trustees, staff and advisors against all damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the trustees. However, the trustees, staff and advisors shall not be indemnified for willful misconduct and gross negligence.

## **DEFINITIONS**

**Beneficiary** – person eligible for or receiving benefits from a pension fund.

**Book Entry Security** – securities that can be transferred from institution to institution using the federal electronic wire system, thus eliminating the physical transfer of certificates. Records are maintained on a computer system at the Federal Reserve.

**Collateral** – the pledging of a security to guarantee performance of an obligation.

**Fiduciary** – person entrusted with the control of assets for the benefit of others.

**Investment Manager** – an individual or organization that provides investment management services for a fee, either on a discretionary or nondiscretionary basis. Under Illinois law, an investment manager is considered a fiduciary with respect to the Pension Fund.

**Market Value** – the present price of a given security.

**Barclay's Capital Government Bond Index** - The Barclay's Capital Government Bond Index tracks the performance of the combined U.S. Treasury and U.S. Agency markets. It includes U.S. dollar-denominated U.S. Treasury and U.S. Agency Bonds, issued in the U.S. domestic bond market.

**Morgan Stanley Capital International (EAFE)** – Indices are based on the share prices of approximately 1,600 companies listed on stock exchanges in the twenty-two countries that make up the MSCI National Indices.

**Return** – the profit or interest as payment for investment.

**Russell 2000 Stock Index** – is comprised of the smallest 2000 companies in the Russell 3000 index, representing approximately 11% of the Russell 3000 total market capitalization. The Index was developed with a base value of 135.00 as of December 31, 1986.

**Security** – any note, stock, bond, certificate of interest or certificate of deposit.

**Separate Account** – term used of variable annuities. Because the risk is borne by the investor in a variable annuity, the issuer may not commingle funds invested in the variable annuity with the general funds of the issuer.

**Standard & Poor's 500 Stock Index** – is a capitalization-weighted index of 500 stocks designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The index was developed with a base level of 10 for the 1941-43 base period.

**Treasury Bill** – short-term debt obligation of U.S. government which will mature in one year or less at the time of original issuance.

**Treasury Note** – debt obligations of U.S. government which will mature in ten years or less at the time of original issuance.

**Treasury Bond** – longer debt obligations of U.S. government which will mature in ten years or longer at the time of original issuance.

**Current Yield** – percentage derived by taking annual interest from an investment and dividing by current market value.

## **AMENDMENT**

This policy may be amended from time to time by the Pension Board.

## **CONFLICT**

In the event of any conflict between this Policy and the Illinois Compiled Statutes or case decisions of the State of Illinois, the Statutes and case law decisions shall govern.

**ADOPTION**

This Investment Policy is hereby adopted by the Willowbrook Police Pension Fund Board of Trustees on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Title	Signature
President	
Secretary	
Treasurer	
Trustee	
Trustee	
Trustee	

7/2018 – Custom for Willowbrook Police Pension Fund

## LONG-TERM EXPECTED RATES (as required by GASB 67)

**Pension Fund:** Willowbrook Police Pension Fund  
**Fiscal Year End:** April 30, 2018

Target	Asset Class	Long-Term Expected Nominal Rate of Return	Inflation + Expenses	Long-Term Expected Real Rate of Return
31.5%	Large Cap Domestic Equity	9.5%	2.9%	6.7%
9.0%	Small Cap Domestic Equity	11.4%	2.9%	8.6%
4.5%	International Equity	9.3%	2.9%	6.5%
55.0%	Fixed Income	4.3%	2.9%	1.5%
100%	Long-Term Weighted Average Expected Return	6.8%		4.0%

**Notes:**

Past performance does not guarantee future investment returns. The Long-term Expected Real Rate of Returns are net of inflation and investment expense. Long-term returns for the asset classes are calculated on a geometric mean basis.

Asset class returns and risk premium data are from Morningstar Analyst Research Center - SBBI Data for the period of 12/31/1925 through 12/31/2017. International Equity = the MSCI EAFE Index 12/31/1969 through 12/31/2017.

**BOARD OF TRUSTEES OF THE  
WILLOWBROOK POLICE PENSION FUND**

IN THE MATTER OF THE DISABILITY )  
APPLICATION OF: )  
 )  
**CHRISTOPHER DRAKE,** )  
 )  
Applicant. )

**BOARD SELECTED PHYSICIANS**

Pursuant to §5/3-115 of the Illinois Pension Code, 40 ILCS 5/3-101 *et seq.*, the Board selects the following physicians to examine the above-entitled Applicant:

Scott D. Sagerman, M.D.  
Hand to Shoulder Associates  
515 W. Algonquin Rd.  
Arlington Heights, IL 60005

Daniel Samo, M.D.  
Northwestern Medicine  
676 N. St. Clair St., Ste. 900,  
Chicago, IL 60611

William A. Vitello, M.D.  
Chicago Orthopaedics and  
Sports Medicine  
3000 N. Halsted, Suite 525  
Chicago, IL 60657

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**BOARD OF TRUSTEES OF THE  
WILLOWBROOK POLICE PENSION FUND**

By: \_\_\_\_\_



# Hand to Shoulder Associates

Formerly Hand Surgery Associates, S.C.

Hand • Shoulder • Elbow • Wrist

MICHAEL I. VENDER, M.D.

SCOTT D. SAGERMAN, M.D.

PRASANT ATLURI, M.D.

SAM J. BIAFORA, M.D.

MICHAEL V. BIRMAN, M.D.

AJAY K. BALARAM, M.D.

DONNA J. KERSTING, MBA  
EXECUTIVE DIRECTOR

## CURRICULUM VITAE

### **SCOTT DAVID SAGERMAN, M.D.**

#### EDUCATION:

##### **FELLOWSHIP:**

Division of Hand Surgery  
Department of Orthopaedic Surgery  
State University of New York Health  
Science Center  
550 Harrison Street  
Syracuse, N.Y. 13202  
August 1992 - July 1993

ARLINGTON HEIGHTS  
515 W. ALGONQUIN RD.  
ARLINGTON HEIGHTS, IL 60005  
TEL: 847-956-0099  
FAX: 847-956-0433

##### **RESIDENCY:**

Emory University Affiliated Hospitals  
Department of Orthopaedic Surgery  
69 Butler Street S.E.  
Atlanta, GA 30303  
July 1988 - June 1992

ALSlP  
BELVIDERE  
BOLINGBROOK  
CHICAGO - DOWNTOWN  
CHICAGO - 6 CORNERS  
COUNTRYSIDE  
ELMHURST  
VERNON HILLS  
  
[www.hsasc.com](http://www.hsasc.com)

##### **INTERNSHIP:**

Emory University Affiliated Hospitals  
Department of Surgery  
69 Butler Street S.E.  
Atlanta, GA 30303  
July 1987 - June 1988

##### **MEDICAL SCHOOL:**

Northwestern University Medical  
School  
303 E. Chicago Avenue  
Chicago, IL 60611  
July 1983 - June 1987  
Doctor of Medicine, 1987

##### **UNDERGRADUATE:**

Northwestern University  
633 Clark Street  
Evanston, IL 60201  
September 1981 - June 1983  
Bachelor of Science, 1985

BOARD CERTIFICATION: National Board of Medical Examiners, Parts I, II, and III, 1988.

American Board of Orthopaedic Surgeons - Board Certified, 1995. Recertified through 2025.

Certificate for Added Qualifications in Surgery of the Hand, American Board of Orthopaedic Surgery 1996. Recertified through 2025.

American Board of Independent Medical Examiners, Certified Independent Medical Examiner (CIME), 2012

SOCIETY MEMBERSHIPS: American Society for Surgery of the Hand  
American Association for Hand Surgery  
Chicago Society for Surgery of the Hand  
Board of Directors 2006-2013  
Secretary 2006-2007  
Vice President 2008-2009  
President 2010-2012  
American Academy of Orthopaedic Surgeons  
Illinois State Medical Society

COMMITTEE MEMBERSHIPS/ APPOINTMENTS:

Northwest Community Hospital

- Chief, Department of Orthopedics  
2016
- Credentials Committee Member  
2012-2015

Alexian Brothers Medical Center

- Department Chairman, Orthopedic Surgery  
2000-2006
- Section Chief, Hand/Microvascular Surgery  
2000-Present

American Board of Orthopaedic Surgery

- Oral Examiner  
2016

Lurie Children's Hospital of Chicago  
Chicago, IL

- Foundation Board Member  
2010-2016

LICENSURE: Illinois - 1993 (036-086000)  
Certified with the Drug Enforcement Administration  
Illinois State Controlled Substance #336.048086

EMPLOYMENT:

Hand Surgery Associates, S.C.  
Arlington Heights, IL 60005  
August, 1993 - present

Research Assistant - Department of Orthopaedic  
Surgery  
Children's Memorial Hospital, Chicago, IL  
August 1986 - June 1987

Research Assistant - Division of Ambulatory  
Pediatrics  
Children's Memorial Hospital, Chicago, IL  
July 1982 - June 1985

ACADEMIC APPOINTMENT:

Northwestern University Medical School Department of Orthopaedic  
Surgery - Instructor of Clinical Orthopaedic Surgery: 1993-2000

HOSPITAL AFFILIATIONS:

Alexian Brothers Medical Center  
Elk Grove Village, IL 60007

Elmhurst Memorial Hospital  
Elmhurst, IL 60126

Northwest Community Hospital  
Arlington Heights, IL 60005

Swedish American Hospital  
Rockford, IL 61104

Presence Resurrection Medical Center  
Chicago, IL 60631

St. Alexius Medical Center  
Hoffman Estates, IL 60169

PUBLICATIONS:

Short W., Sagerman S., TFCC Repair: Radial-Sided Tear In: Chow J ed. Advanced Arthroscopy 2000: 219-224.

Sagerman S., Palmer A., Short W., Triangular Fibrocartilage Complex Injury and Repair In: Watson K., Weinzweig J., ed. The Wrist. Lippincott Williams & Wilkins. 2001: 607-613.

Sagerman S., Vender M.I., Infections. In: Kasdan Morton L. ed. Occupational Medicine: State of the Art Reviews. Vol. 13 No. 3, Philadelphia: Hanley & Belfus, 1998.

Sagerman S., Vender M.I. Distal Radioulnar Joint. In: Kasdan, Morton L., Jebson, P. ed. Hand Secrets. Philadelphia: Hanley & Belfus, Inc. 1998; 107-112.

PUBLICATIONS CONT.:

Vender M.I., Sagerman S. Compression Neuropathies. In: Kasdan, Morton L., Jebson, P. ed. Hand Secrets. Philadelphia: Hanley & Belfus, Inc., 1998; 133-138.

Sagerman S., Truppa KL. Diagnosis and Management of Occupational Disorders of the Shoulder. In: Kasdan, Morton L., ed. Occupational Hand & Upper Extremity Injuries & Diseases. 2nd ed. Philadelphia: Hanley & Belfus, Inc., 277-285, 1998.

Pomerance, J., Sagerman, S. "Replantation and Revascularization in a Community Based Microsurgical Practice". Alexian Medical Review, Vol. 13, No. 1: Fall 1997.

Pomerance, J., Truppa, K., Bilos, Z.J., Vender M.I., Ruder, J.R., Sagerman, S.D., "Replantation and Revascularization of the Digits in a Community Microsurgical Practice". Journal of Reconstructive Microsurgery, Vol. 13, No. 3: 163-170, April 1997.

Sagerman S., Palmer A.K., "Wrist Arthrodesis Using A Dynamic Compression Plate". J. Hand Surgery (Br.), 21B: 4: 437-441, 1996

Sagerman S., Short W., "Arthroscopic Repair of Radial-Sided Triangular Fibrocartilage Complex Tears". J. Arthroscopic and Related Surgery, Vol.12, No.3: 339-342, June 1996.

Sagerman S., Zogby R., Palmer A., Werner F., Fortino M., "Relative Articular Inclination of the Distal Radioulnar Joint - A Radiographic Study". J. Hand Surgery, 20A:597-601, 1995.

Sagerman S., Hauck R., Palmer A., "Lunate Morphology - Can It Be Predicted With Routine X-Rays?" J. Hand Surgery, 20A:38-41, January, 1995.

Sagerman S., Lourie G., "Eikenella Osteomyelitis in a Chronic Nail Biter: A Case Report". J. Hand Surgery, 20A:71-73, January, 1995.

Seiler J., Sagerman S., Geller R., Fleming L., "Venomous Snakebite - Current Concepts of Treatment". Orthopedics, 17(8): 707-714 August 1994.

Sagerman S., Rooks M., Ensor C., "Carpal Tunnel Syndrome: An Alternative Method of Conservative Treatment". Submitted.

Sagerman S., Seiler J., Fleming L., Lockerman E., "Silicone Rubber Distal Ulnar Replacement Arthroplasty". J. Hand Surgery (Br.), 17B:689-93, December 1992.

Christoffel K., Marcus D., Sagerman S., Bennett S., "Adolescent Suicide and Suicide Attempts - A Population Study". Ped Emer Care 4(1):32-40, March 1988.

Tanz R., Christoffel K., Sagerman S., "Are Toy Guns Too Dangerous?". Pediatrics. 75(2):265-268, February 1985.

PUBLICATIONS CONT.:

Christoffel K., Tanz R., Sagerman S., Hahn Y., "Childhood Injuries Caused by Non-powder Firearms". Am J Diseases of Children. 138:577-561, June 1984.

PRESENTATIONS:

Sagerman, S., "Wrist Arthroscopy". Presented at Northwest Community Hospital - October, 1995

Sagerman, S., "Management Issues in Upper Extremity Disorders Among Workers". Presented at Alexian Brothers Medical Center Conference Center - June, 1995.

Sagerman, S., "Wrist Fractures". Presented at Alexian Brothers Medical Center Conference Center, National Association of Orthopaedic Nurses - April, 1995

Sagerman, S., "Management Issues in Upper Extremity Disorders Among Workers". Presented at Alexian Brothers Medical Center Conference Center - November, 1994.

Sagerman, S., Short, W., "Arthroscopic Repair of Radial-Sided TFCC Tears: A Follow-Up Study". Presented at American Society for Surgery of the Hand, Annual Meeting, Cincinnati, OH - October, 1994.

Sagerman, S., "Management Issues In Upper Extremity Disorders Among Workers". Presented at Alexian Brothers Medical Center Conference Center - October, 1994.

Sagerman S., "Wrist Arthrodesis Using Dynamic Compression Plating". Presented at the Mid America Orthopaedic Association Annual Meeting, Bermuda - April, 1994.

Sagerman S., Palmer A., "Wrist Arthrodesis Using Dynamic Compression Plating". Presented at the Chicago Society for Surgery of the Hand, Quarterly Meeting, Chicago, IL - January, 1994.

Hauck R., Sagerman S., Palmer A., "Lunate Morphology - Can it be Predicted With Routine X-rays?". Presented at the American Association for Hand Surgery, Cancun, Mexico - November, 1993.

Sagerman S., "Wrist Arthrodesis Using Dynamic Compression plating". Presented at S.U.N.Y. Health Science Center, department of Orthopaedic Surgery, Alumni Day, Syracuse, NY - June, 1993.

Sagerman S., "Management of Extremity Snakebite Wounds". Presented at S.U.N.Y. Health Science Center Department of Orthopaedic Surgery Grand Rounds, Syracuse, NY - March, 1993.

Sagerman S., "Flexor Tendon Injury and Repair". Presented at S.U.N.Y. Health Science Center, Department of Orthopaedic Surgery Grand Rounds, Syracuse, NY - November, 1992.

PRESENTATIONS CONT:

Sagerman S., "Management of Extremity Snakebite Wounds". Presented at Emory University, Department of Orthopaedic Surgery Grand Rounds, Atlanta, GA - March, 1992.

Sagerman S., Roberson R., "Total Hip Arthroplasty Using the Mecron Ring". Presented at Southern Orthopaedic Association Residents Conference, Atlanta, GA - November, 1991.

Sagerman S., Fleming L., "Long-Term Results of Distal Ulna Replacement Arthroplasty". Presented at American Orthopaedic Association Residents' Conference, Kansas City, MO April, 1991.

Sagerman S., Fleming L., "Long-Term Results of Distal Ulna Replacement Arthroplasty". Presented at Southern Orthopaedic Association Residents' & Fellows' Conference, Washington, D.C. 1989.

Hajek M., Conway J., Sagerman S., Carroll N., Dias L., "A Scientific Classification of Legg-Calve-Perthes Disease". Presented at Northwestern University of Orthopaedic Surgery Resident-Alumni Thesis Day, Chicago, IL - 1987.

EXHIBITS:

Sagerman S., Truppa K., Bohan Ruff S., "Fasciotomy for Acute Compartment Syndrome in the Upper Extremity: A Follow-up Study". Poster exhibit, Annual Meeting American Association for Hand Surgery, Boca Raton, Florida, 1997

Sagerman S., Roberson R., "Total Hip Arthroplasty Using the Mecron Ring". Poster exhibit at the Annual Meeting of the American Academy of Orthopaedic Surgeons, Washington D.C. - February, 1992.

Sagerman S., Seiler J., Fleming L., "Long Term Results of Distal Ulna Replacement Arthroplasty". Poster exhibit, Annual Meeting of the American Society for Surgery of the Hand, Orlando, Florida October 1991.

Sagerman S., Ensor C., Rooks M., "Treatment of Carpal Tunnel Syndrome with a Full Tendon Gliding Hand Therapy Protocol". Poster exhibit, Annual Meeting of the American Society for Surgery of the Hand, Orlando, Florida - October, 1991.

Sagerman S., Roberson R., "Periacetabular Bone Loss with Early Loosening of the Mecron Threaded Ring". Poster exhibit, American Academy of Orthopaedic Surgeons Annual Meeting, Anaheim, CA - March, 1991.

INSTRUCTOR:

Lab Instructor - "The Wrist: Arthroscopic and Open Techniques". Wrist Arthroscopy 2004. Co-sponsored by the American Society for Surgery of the Hand and the American Academy of Orthopaedic Surgeons, held at Orthopaedic Learning Center, Rosemont, IL - August 7-8, 2004.

Lab Instructor - "Common Hand and Wrist Problems". Presented by American Academy of Orthopaedic Surgeons, Rosemont, IL - October 1998.

Lab Instructor - "Open and Arthroscopic Shoulder Surgery: Advanced Anterior and Posterior techniques". Presented by American Academy of Orthopaedic Surgeons, Rosemont, IL - May 1998.

"The Masters Experience" in Arthroscopic Surgery of the Wrist, Elbow & Carpal Tunnel. Presented by the Arthroscopy Association of North America, Rosemont, IL - November, 1996.

A Comprehensive Approach to Challenging Wrist Problems  
American Society of Hand Therapists  
Chicago, IL - April 28-30, 1995.

Problem Based Learning  
Northwestern University Medical School, Chicago, IL  
1995, 1996, 1998.

3M Endoscopic Carpal Tunnel Release Course  
Syracuse, NY - May, 1993.

Cardiopulmonary Resuscitation  
Northwestern University Medical School, Chicago, IL  
July, 1984 - July, 1985.

# William A. Vitello, M.D.

## CURRICULUM VITAE

Chicago Orthopaedics and Sports Medicine  
3000 N. Halsted Suite 525  
Chicago, IL 60657

wavitello@chiorthosports.com

## Medical Training

<b>Fellowship</b>	The Indiana Hand Center Indiana University Fellowship in Hand / Upper Extremity Surgery Indianapolis , IN	2003-2004
<b>Residency</b>	Wright State University School of Medicine Orthopaedic Surgery Dayton, OH	1998-2003
<b>Residency</b>	Wright State University School of Medicine General Surgery	1997-1998
<b>Internship</b>	Wright State University School of Medicine General Surgery	1996-1998

## Education

<b>Medical School</b>	Doctor of Medicine Wright State University School of Medicine Dayton, OH	1992-1996
<b>Undergraduate</b>	Bachelor of Science University of Toledo Major- Biology Minor- Psychology Toledo, OH	1987-1992

# William A. Vitello, M.D.

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## License and Certification

Certificate of Added Qualification in Hand Surgery	2008-2018
American Board of Orthopaedic Surgery	2006-2016
State Medical Board of Illinois	2006-present

## Memberships

Fellow of the American Academy of Orthopaedic Surgeons

American Society for Surgery of the Hand
Chicago Hand Society
Indianapolis Hand Society
Illinois Medical Society

## Professional Experience / Employment

Chicago Orthopaedics and Sports Medicine 3000 N. Halsted Suite 525 Chicago, IL 60657	2012-present
Hand Surgery Associates, S.C. 515 W. Algonquin Suite 120 Arlington Heights, IL 60005	2006- 2011
Hand Associates of the Nevada Desert 653 Towncenter Drive Suite 114 Las Vegas, NV 89114	2004-2006

## Hospital Affiliations

Advocate Illinois Masonic  
836 W. Wellington  
Chicago, IL 60657

Resurrection St. Joseph  
2900 North Lake Shore Dr.  
Chicago, IL 60657

# William A. Vitello, M.D.

## Honors

<b>Residency</b>	Mid America Orthopaedic Travel Grant	2003
	Hobart E. Klaaren, M.D. Award in Orthopaedic Basic Science	2001
	Elected House Staff Council Committee at Miami Valley Hospital	2001
	American Fracture Association Myerding Resident Research Scholarship	2000
	Zimmer Resident Research Award via Ohio Orthopaedic Society	2000
	Intern of the Year Miami Valley Hospital	1998
	Elected Dayton Area Graduate Medical Education	
<b>Medical School</b>	Honors in General Surgery and Orthopaedic Surgery Rotations	
	Wright State University School of Medicine Elected Member of the Admissions Committee	
	Student Promotions and Review Committee Elected Member	
	Wright State University Student Surgical Council	
<b>Undergraduate</b>	<i>cum laude</i> graduate	1992
	Golden Key National Honor Society	1991
	Dean's list 6 Quarters	1987

## Publications

### Book Chapters

Vitello, W., Laughlin, R., Complex Regional Pain Syndrome ; **Fractures of the Foot and Ankle**, Boca Raton , FL : Taylor and Francin Group, 2005

### Journal Articles

Vitello, W., Gordon, D., Obvious Radiographic Scapholunate Dissociation: X-ray the Other Wrist; **American Journal of Orthopaedics**. 2005; 34 (7) : 347

Rettig, A., Snead, D., Vitello, W., Approach Distal Upper Extremity Injuries with Anatomy of the Hand; **Biomechanics**, Vol. 10 No 8. August, 2003 p 57-69

Vitello, W., Buerk, A., Laughlin, R., Advances in Wound Healing; **Current Opinions in Orthopaedic Surgery**. 1999; 11 (3): 213-217

Vitello, W., Kim, M., Johnson, M., Miller, S., Full Thickness Burn to the Hand from Automobile Airbag; **Journal of Burn Care and Rehabilitation**. 1999; (20) 212-215.

Armstrong, P., Peoples, J., Vitello, W., Improved Selection Criteria for the Ordering of Stat Venous Ultrasound; **The American Journal of Surgery**. 1998 (176) 226-228

# William A. Vitello, M.D.

## Presentations

Vitello, W., Lateral Elbow Pain in the Workplace; Workman's Compensation Forum, Arlington Heights, IL May 2008

Vitello, W., Proximal Interphalangeal Fractures and Dislocations; Chicago Hand Society, Chicago, IL . Jan 2008

Vitello, W., Common Painful Disorders of the Upper Extremity; St Alexis Medical Center, Hoffman Estates, IL. Oct 2007

Vitello, W., Proximal Interphalangeal Fractures and Dislocations-Evidence Based Approach, Indiana Hand Center Fellow Conference, Feb 2004

Vitello, W., Hastings, H., Functional Outcomes of the Biomet Discovery Total Elbow Arthroplasty; 20th Annual Indianapolis-Cincinnati-Louisville Meeting, Indianapolis, IN. May 2004

Vitello, W., Treatment of Acute Scaphoid Fracture, Dayton Area Orthopaedic Grand Rounds, Dayton, OH. March 2001

Vitello, W., Lakatos, R., Retrograde vs Antegrade Intramedullary Nailing of Femoral Shaft Fracture, A Functional Outcome Study. American Orthopaedic Association 33rd Annual Residents Conference. St Louis, MO. Feb. 2000

Vitello, W., Gordon, D., Obvious Radiographic Scapholunate Dissociation: X-ray the Other Wrist. American Fracture Association 62nd Annual Meeting, Port of Spain, Trinidad West Indies, April 2000  
Mid-America Orthopaedic Association 18th Annual Meeting, Scottsdale, AZ. April 2000

Vitello, W., Lakatos, R., Biomechanics of Hybrid External Fixators, American Fracture Association 62nd Annual Meeting, Port of Spain, Trinidad West Indies, April 2000

Vitello, W., Tissue Ischemia and Reperfusion Injury, Wright State Orthopaedic Surgery Basic Science Conference, Jan 1999

Vitello, W., Lakatos, R., Retrograde vs Antegrade Intramedullary Nailing of Femoral Shaft Fracture, A Functional Outcome Study. American Orthopaedic Association, Tucson, AZ . May 1999

## Posters

Vitello, W., Lakatos, R., Biomechanics of Hybrid External Fixators, United States Air-Force Biomaterial Laboratory, Dayton, OH . Mid-America Orthopaedic Association 18th Annual Meeting, Scottsdale, AZ. April 2000

Vitello, W., Gordon, D., A New Look at Scapholunate Dissociation, Traumatic or Developmental, American Orthopaedic Association 33rd Annual Residents Conference, St Louis, MO Feb 2000

## **DANIEL G. SAMO**

### **CURRICULUM VITAE**

Revised May 2016

#### **EDUCATION:**

Undergraduate:	Rutgers University      B.A. New Brunswick, New Jersey 1966-1970
Graduate:	Universidad Autonoma Guadalajara, Mexico 1970-1972
Graduate:	Chicago Medical School   M.D. Chicago, Illinois 1972-1974
Internship:	Cook County Hospital Chicago, Illinois 1974-1975
Residency:	Evanston Hospital Northwestern University Evanston, IL Emergency Medicine 1975-1977

#### **PROFESSIONAL QUALIFICATIONS:**

Licensed Physician and Surgeon  
Illinois - 1975

Diplomat American Board of Emergency Medicine - 1980 (Recertified 1990, 2002, 2011)

Fellow American College of Emergency Physicians  
1982-1997

Fellow American College of Occupational and Environmental Medicine  
2002 – Present

## **HOSPITAL AFFILIATIONS:**

### **Senior Attending Physician:**

Division of Emergency Medicine  
Department of Medicine  
Evanston Hospital  
Evanston, IL  
1977-2008

Glenbrook Hospital  
Glenbrook, IL  
1979-2008

Department of Emergency Medicine  
Northwestern Memorial Hospital  
2007-Present

## **FACULTY APPOINTMENTS:**

**Assistant Professor in Medicine and Clinical Emergency Medicine**  
Department of Medicine  
Northwestern University Feinberg School of Medicine  
Chicago, IL  
1977-Present

## **PRIVATE PRACTICE:**

Attending Physician: Evanston-Glenbrook Emergency Associates  
1977-1987

Vice President &  
Member of the  
Board of Directors: Occupational Medical Evanston/Glenbrook Associates  
Glenview, IL.  
1987-1997

Medical Director &  
Attending Physician: ENH – OMEGA  
Glenview, IL  
Evanston, IL  
1997-2007

Medical Director &  
Attending Physician: --Division of Health Promotion & Corporate Services  
--Division of Public Safety Medicine  
Northwestern Medical Group  
Chicago, IL  
2007-Present

Partner: INSPE Associates  
123 W. Madison St.  
Suite 800  
Chicago, IL 60602  
1981-Present

#### **ADDITIONAL QUALIFICATIONS:**

Medical Director: EMT Training Programs  
Evanston, IL  
1975-1990

Author: "Disaster Plan"  
Evanston Hospital  
Evanston, IL  
1977

Lecturer: Paramedic Training Program  
St. Francis Hospital  
Evanston, IL  
1978-1987

Member: Medical Advisory Committee  
Epi-Qual (CCN)  
Physician Specialty Advisor  
Epi-Qual (CCN)  
1989-1998

Utilization Review Committee  
Evanston Hospital  
Evanston, IL  
1990-2000

Physician Growth & Development Committee  
Evanston Northwestern Healthcare (ENH)  
Evanston, IL  
1998-2004

Infection Control Committee  
Northwestern Memorial Hospital  
Chicago, IL  
2007 – 2014

Practitioner Health Committee  
Northwestern Memorial Hospital  
Chicago, IL  
2013 - Present

Peer Reviewer: Journal of Musculoskeletal Medicine  
1990-2010

Consultant: Illinois Department of Professional Regulation  
1995-1998

Reviewer: Homeland Security/FEMA – Fire Prevention and Safety  
Grants  
April 2009, 2010 & 2012

### **PROFESSIONAL SOCIETIES & ORGANIZATIONS:**

American Medical Association  
Member  
1986-2001

Illinois State Medical Society  
Member  
1986-2003

Chicago Medical Society:  
Member  
1986-2003

Physician Review Committee  
1990-2003

Consultant to Medical Practice Committee  
1993-2003

American College of Occupational and Environmental Medicine:  
Member  
1987 – Present

Trauma Education Committee Member  
1989-1993

Practice Parameter Project Neck and Back Reviewer  
1994-1997

Public Safety Medicine Section Founder and Chairman  
1994-Present

Physician's Guidance for Law Enforcement Officers Founder and Chair Task  
Group  
2002-Present

Board of Directors  
2015-Present

Central States Occupational Medical Association  
Member  
2000-Present

Board of Directors

2004-2006

Board of Directors  
2009-present

National Fire Protection Association:

1582 Task Force Member  
1995-Present

1500 Technical Committee Principal Member  
1997-Present

## AWARDS

2004 – Occupational & Environmental Health Foundation - IOEH Award  
2012 – CSOEMA National Leadership Award  
2015 – ACOEM Distinguished Service Award  
2016 – CSOEMA – Dedicated Service Award

## PUBLICATIONS:

Samo DG, Czarnecki F. *Choosing the Right Occupational Police Physician*: The Police Chief. April 2016; 83, Vol 4:12-14

Hong O, Chin DL, Samo DG. *Hearing loss and use of hearing protection among career firefighters in the United States*. J Occup. Environ Med. 2013 Aug; 55(8):960-5.

Samo DG, Bogucki S, Hales T, Haimes S, Czarnecki F, Louis D. *Fire fighter wellness regime*. J Occup Environ Med. 2011 Mar; 53(3):229; author reply 229-30.

Hong O., Samo DG., Hulea R., & Eakin B. *Perception and attitudes of fire fighters on noise exposure and hearing loss*. J Occup Environ Hyg. 2008 Mar; 5(3):210-5.

Hong O. & Samo DG, *Hazardous decibel and hearing loss in fire fighters*. Association of American Occupational Health Nurses Journal, 2007; 55(8), 313-319

Leikin J, Vogel S, Samo DG, Stevens P. *Reimbursement Profile of a Private Toxicology Practice*. Clinical Toxicology, 2006; 44:261-65.

Byczek L, Walton S, Conrad K, Reichelt P, Samo DG. *Cardiovascular Risks in Firefighters: Implications for Occupational Health Nurse Practice*. AAPHN Journal, Feb. 2004; 52: 66-76.

Walton SM, Conrad KM, Furner SE, Samo DG. *Cause Type and Workers' Compensation Cost of Injury to Firefighters*. Am J Ind Med. 2003; 43:454-58.

Samo DG, Bahk JK, Gerkin RD. *Effect of Firefighter Masks on Monocular and Binocular Peripheral Vision*. J Occup. Environmental Medicine, 2003; 45(4):428-432.

Leikin JB, Vogel S, Samo DG. *Ten Suggestions to Improve the Medical Response to a Biochemical Event*. Chicago Medical, 2002; 105: 27-8.

Samo DG, Bogucki S, *Fitness for Duty Evaluations of Firefighters*. Letter to the Editor. *J. Occup. Environmental Medicine*. 1999 Apr; 41(4):213-15

Chen SC, Samo DG, et al. *Reliability of Three Lumbar Sagittal Motion Measurement Methods: Surface Inclinometers*. *J. Occup Environmental Medicine*. 1997; 39:217-223.

Samo DG, Chen SC, et al. *Validity of Three Lumbar Sagittal Motion Measurement Methods: Surface Inclinometers*. *J. Occup Environmental Medicine*. 1997; 39:209-216.

Samo DG. *A Technique for Parallel Lacerations*; *Annals of Emergency Medicine*, 1988; 17: 172-3.

Samo DG. *Understanding Obstetric Malpractice: Anatomy and Physiology of Pregnancy and Childbirth*: Professional Education Systems (videotape) 1987.

**PRESENTATIONS:** Available on request