

Certified Public Pension Trustee Program

FPPTA Certification Program for Public Pension Plans

- Gain an understanding of investment principles
- Broaden your public pension knowledge
- Three-level certification process-
Basic, Intermediate and Advanced

CPPT Program Goals

The goal of the CPPT Program is to provide an educational setting which is conducive to the development of well-informed individuals, so that they will be able to actively and meaningfully participate in the management of their retirement boards. Attaining certification in this program will enhance your fiduciary role as a contributing member in your retirement system.

FPPTA Mission Statement

The FPPTA has been established for the purpose of providing education and information for the public pension system and to protect Defined Benefit pension plans.

FPPTA
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Florida Public Pension Trustees Association

Certified Public Pension Trustee Program

Dear FPPTA Members:

The FPPTA has always strived to provide a comprehensive educational forum for its members. The reason FPPTA was created 33 years ago was that we realized there was more to being a pension trustee and administrator than just knowing about investments. Our vision has always been, and continues to be, the best public pension education provider in the country; many are of the opinion that we have attained this goal.

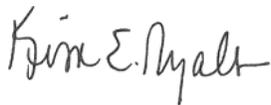
We have developed a well-rounded trustee certification program that is the most comprehensive in the country and is hailed as the best educational experience for trustees anywhere. In 1998, we set up an Education Committee to research the feasibility of a certification program. The program was developed and presented to the Board of Directors for approval, and approval was received. Since that time, we have had over 1,300 trustees, administrators, and associate members achieve certification.

The continuing education program has a great range of subjects and opportunities for learning. Here, we can think outside the box, and often do, with interesting panel discussions with very specific and current pension issues. We started with a half day of CEU sessions, grew to a full day, and now offer two concurrent tracks along with breakout sessions.

The CPPT certification program is not mandatory, but is certainly recommended. You may choose to attend a trustee school and not enroll in the certification program. If you choose to do so, you may attend any session you like.

For more information regarding our CPPT Program, please contact Stephanie Wehrly, CPPT Records Manager, at 1-800-842-4064 ext. 104 or Stephanie@fppta.org.

Best Regards,



Kimberlie E. Ryals, CPPT
FPPTA Chief Executive Officer



Florida Public Pension Trustees Association

Explanation of the CPPT Program

When is the CPPT Program Offered? Is There an Exam?

The CPPT Program is offered at each Trustees School, which is twice a year. When you enroll in the program, you will start with the Basic session which has two full days of education. The second day ends with a review session that re-caps the two days of education. The third day you will take a 100 multiple choice question exam. The exam is designed to be challenging and to promote success. Once you have completed the Basic session, at the next school, you will attend the Intermediate session with the same schedule as Basic. The Advanced session will be much like Basic and Intermediate, but once you have completed the Advanced session, you may proudly call yourself a Certified Public Pension Trustee. You have earned your CPPT designation, and your certification starts the moment you pass the Advanced exam.

Program Fees:

The enrollment fee for pre-registration into the Certification Program is \$900. This is a **one-time fee** to enroll and allows you three years to complete the Certification Program. Onsite registration is slightly higher at \$1,000. Each time you attend a Trustees School, there is a separate registration fee. The registration fee covers the welcome gathering, refreshment breaks, plated lunches and more!

CPPT Awards:

An award ceremony will take place on Monday morning during the opening session of the Annual Conference specifically for those who have achieved certification since the last conference. Here, you will receive your well-earned CPPT plaque.

Expert Faculty:

The FPPTA obtains expert instructors from its Associate Membership. These associates are well-versed in the public pension industry and well-respected in their field.

Post Certification Requirements:

Your certification starts the moment you pass the Advanced exam. After you have achieved certification, you need to maintain your level of education and expertise. Therefore, you are required to earn 10 Continuing Education Units (CEUs) each calendar year. You must attend at least one FPPTA Educational Program each calendar year, and there is a Re-Certification Fee of \$30 per calendar year. One of the benefits of achieving your Certification is you now qualify to attend the Continuing Education Wall Street Program held each Spring in New York City. This is a very unique program with educational sessions, a visit and tour to the trading desk of a brokerage firm and the grand finale is a visit and tour of the New York Stock Exchange. This experience is limited to 40 CPPT Trustees.

Calendar Year Requirements:

- Earn 10 CEUs
- Attend one FPPTA Educational Program
- Re-Certification fee \$30

Continuing Education Units (CEUs) Breakdown:

Educational Programs Equivalent to 10 CEUs

- FPPTA Trustees Schools
- FPPTA Continuing Education Wall Street Program

Educational Programs Equivalent to 5 CEUs

- FPPTA Annual Conference
- Florida Division of Retirement – Police Officers and Firefighters Pension Trustee Conference
- NCPERS – National Conference on Public Employee Retirement Systems
- NPEA – National Pension Education Association
- IFEBP - International Foundation of Employee Benefits Plans

Certified Public Pension Trustee Program

Basic Program—Workshop Summaries

Monday

Session #1—Becoming a Trustee

This session is broken into two parts. The first segment reviews some of the statutory duties of a trustee and introduces the roles of the professionals the trustee is likely to work with. The second provides a history of defined benefit plans and the evolution of public plans.

Session #2—Fiduciary Roles of the Pension Professionals

The trustee deals with many pension professionals. This session provides a more in-depth look at each of them, their roles and how they interact with trustees.

Session #3—Pension Fundamentals

This session drills down further into the roles that professionals play concentrating on four such roles---the custodian, the plan administrator, investment consultant, and the investment manager.

Session #4—Overview of Chapter 112

This session examines Florida law, specifically, Chapter 112. Chapter 112 applies to all governmental plans. Its purpose is to ensure retirement plans are managed, administered, operated and funded so as to maximize protection of public employee retirement benefits.

Session #5—Capital Markets Equity

This session is an introduction to the equity side of the capital markets. Topics include defining an equity, the risks and characteristics of equities, a review of how equities trade, and the role of the trustee in the investment in equities.

Session # 6—Capital Markets Fixed Income

This session is an introduction to the fixed income side of the capital markets. Topics include defining a fixed income security, the types of fixed income securities, the risks and characteristics of fixed income securities, and the role of the trustee in the investment in fixed income.



Tuesday

Session #7—History of Returns

The history of asset class returns, both from a long term and an intermediate term perspective, is reviewed with a view to understanding and explaining the assumed rate of return adopted by pension plans. What expectations for return does history indicate we should have?

Session #8—So You are a New Trustee...Now What?

This session examines the roles of the trustee in managing the investment parts of the pension fund's activities. The investment policy, asset allocation, and the evaluation of investment managers are reviewed.

Session #9—Ethics for Trustees

The state of Florida ethics rules for public trustees are introduced and reviewed in this session.

Session #10—Actuarial Model

This session introduces the work of the actuary with the Board of Trustees. A framework for understanding the actuarial activity done for the Board of Trustees is introduced.

Session #11—Alternative Investments

Outside of the tradition capital markets exist several investment alternatives. This session introduces some of these alternative investments, and reviews some of their risks and rewards.

Session #12—Hiring Service Providers

With all the outside pension professionals that the trustee deals with, there will be a need to hire, evaluate, and possibly terminate pension professionals. This session deals with the first of these---the hiring process

Session # 13—Responsibilities of a Public Pension Trustee

This session serves to review the various topics presented during the basic course and how each relates directly or indirectly to the pension trustee's actions and responsibilities. Additionally, the session includes recommended reading including, but not limited to, statutes, ordinances, SPD, policies and procedures, newspapers, and professional organization newsletters.

Certified Public Pension Trustee Program Intermediate Program—Workshop Summaries

Monday

Session #20—Equity Investment Practices

This session serves to review and extend the basic program introduction to equity investment. How a fundamental investment manager and how a quantitative investment manager go about investing in equities is demonstrated by practitioners of each.

Session #21—Bond Portfolio

This session serves to review and extend the basic program introduction to fixed income investment. The effects of interest rates, credit, and bond options are covered.

Session #22—Business Cycles

This is a general introduction to the concept of business cycles, GDP, and what goes into the both the calculation of GDP and the investment manager's determination of where the economy stands in the current business cycle.

Session #23—Establishing a Funding Policy

This session introduces and defines the concept of a Funding Policy for public pension plans, and then reviews some of the decisions and concepts that go into establishing one.

Session #24—Attributes of Rebalancing

One of the most difficult things for a trustee to do is to reduce exposure to asset classes that perform well. This session provides both the justification for rebalancing and a review of methods to achieve it.

Session #25—ERISA Impact of Public Plans

This session offers a brief history of pension plans leading up to the passage of ERISA by the US government in the 1970's. The session reviews how both ERISA and state statutes affect the administration of a public pension defined benefit plan.

Session #26—Evaluating Service Providers

With all the outside pension professionals that the trustee deals with, there will be a need to hire, evaluate, and possibly terminate pension professionals. This session deals with the middle of these, evaluating service providers.

Tuesday

Session #27—Compliance with 112-175-185

This session reviews and extends the basic program's introduction to Florida statutes. Major compliance issues, and changes that have occurred through the legislative process, are reviewed.

Session #28—The Disability Process

One of the most important roles that every pension trustee must fill is deciding about the granting of disability retirement. This session will review the significance of establishing a consistent policy that provides beneficiary rights as well as providing financial protection to the retirement plan.

Session #29—Alternative Investments

This session builds upon and extends the introduction to alternative investments begun in the basic program. The risks and benefits of alternative investments are examined and three types of alternative investment----hedge funds, private equity, and real assets----are considered.

Session #30—International Investment Options

This session explores investing outside of the US. Equity, fixed income, and other asset classes are reviewed

Session #31—Building a Real Estate Portfolio

This session provides an overview of the rationale for investing in real estate. Various ways of achieving that investment are discussed.

Session #32—Educating Those Who Matter

This session provides a thorough review of the many constituencies that pension trustees serve. How to communicate with these constituencies in the modern world is discussed. Actual examples of successful communication strategies are demonstrated.



Certified Public Pension Trustee Program Advanced Program—Workshop Summaries

Monday

Session #40—Modification of Pension Plans Legal Impact

This is an important look into the often-hidden costs as well as legal issues associated with modifying current pension programs. Emphasis is on implications of attempting to reduce benefit levels

Session #41—Understanding & Evaluating Alternative & Benchmarking

This session evaluates some tools to use to evaluate the results of alternative investing. Hedge Funds, Commodities, Private Equity, and Real Estate are examined.

Session #42—Impact of Geographic Markets

Due to globalization, every country's economy interacts with others in some way. So do the capital markets. This session examines how geography plays an important role for today's investor.

Session #43—Dealing With a Low Yield Environment

Interest rates have been quite low for some time. How have bond managers dealt with this low yield environment, and what should trustees be looking for in such an environment?

Session #44—Impact of SB 172—Premium Tax Monies

This session presents an overview of the changes wrought by SB 172 to 175 and 185 plans. Four areas are highlighted: creation of budget/reporting expenses, creation of defined contribution/special benefit accounts, use of 175/185 money, and minimum benefits, standards and multiplier.

Session #45—Terminating Service Providers

With all the outside pension professionals that the trustee deals with, there will be a need to hire, evaluate, and possibly terminate pension professionals. This session deals with the third of these, terminating service providers.

Session #46—Implementing Actuarial Assumptions

In the current interest rate environment, trustees are under increased pressure to loosely examine the actuarial return assumptions. This session examines the impact of changing such assumptions on the cost of providing benefits.

Tuesday

Session #47—Asset Allocation

One of the most basic but also most important aspects of investing, determining the proper asset allocation, is reviewed. Insuring a disciplined approach to assuring diversifications is considered.

Session #48—Emerging Markets

This session reviews the risks, the benefits, and the methods of investing in emerging markets.

Session #49—Advanced Issues in Real Estate

This session builds on the basic and intermediate programs by examining the difference between various real estate investment options. The risk and reward profile of each option is considered.

Session #50—Global Equity Markets

This is an examination of current global markets with a special look at characteristics including size, return profile and perceived risk. Currency impact is also considered.

Session #51—Cash Flow Requirements

This session reviews the theory behind funding pension plans and considers the implications of investments losses, as well as high cash flow requirements from an actuarially determined contribution requirement point of view.

Session #52—Ways to Amortize Unfunded Liability

When unfunded liability arises in a plan, what are the implications of various ways to fund it?

Session #53—Ethics Case Study

This study uses an actual hypothetical case of a Florida trustee to illustrate the ethic requirements of Florida statutes



Curriculum Breakdown / MATRIX

General Curriculum	Basic	Intermediate	Advanced
Investment	20%	50%	50%
Fiduciary and Ethics	15%	5%	7.5%
Pension Fundamentals	30%	5%	0%
Funding / Plan Design	0%	5%	30%
Legal / Board Policy and Procedures	15%	20%	5%
Industry Issues / Communications	20%	15%	7.5%

Continuing Education Program (CEU)

The FPPTA Trustees School Program will offer approximately 36 continuing education (CEU) workshops at each school. These workshops focus on the following gamut of topics starting with the most contemporary issues facing pension trustees today; new investment ideas, pension funding, benefit alternatives, leadership and fiduciary topics, current legal issues surfacing throughout the industry, state and federal statutory and regulation changes, retirement board case studies, and at times, small trustee group training exercises.



Florida Public Pension Trustees Association

FPPTA 2016-2017 Education Committee

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Steve Corbet, CPPT

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Sean McKinstry, CPPT

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Tela Thompson, CPPT

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Avon Park Firefighters

David Puscher, CPPT

Vero Beach Police

Richard Grover, CPPT

Pensacola Fire

Phyllis Shaw

Hollywood Employees Retirement Fund

Katie Byrne, CPPT

FPPTA Education Committee

Grant McMurry, CPPT

Highland Capital Management

Claire Potter

Invesco

Dave West

Bogdahn Group

**2017
Upcoming Events**

Winter Trustees School	January 29—February 1, 2017	Rosen Centre Hotel, Orlando
CPPT NYSE Program	March 28—April 1, 2017	Marriott East Side New York, NY
13 th Annual Fishing Tournament	May 5—6, 2017	Tarpon Lodge, Pine Island
33 rd Annual Conference	June 25—28, 2017	Omni ChampionsGate, Orlando
Fall Trustees School	October 8—11, 2017	Marriott Waterside, Tampa