

NHRS Board of Trustees, Audit Committee  
January 2023

**NOTE:** These minutes from the January 10, 2023 Audit Committee meeting were approved and executed at the February 10, 2023 regular meeting of the NHRS Audit Committee.

**Audit Committee  
Board of Trustees**

**Public Minutes  
January 10, 2023**

**New Hampshire Retirement System  
54 Regional Drive  
Concord, NH 03301**

*Participating Committee Members:* Monica Mezzapelle, *Chair*; Maureen Kelliher, Tim Lesko\*, and Germano Martins. *Absent:* Chris Coates.

*\*This Trustee participated remotely as permitted under RSA 100-A:14-a. As a result, all votes were by roll call.*

*Staff participating:* Jan Goodwin, *Executive Director*; Timothy Crutchfield, *Deputy Director and Chief Legal Counsel*; Mark Cavanaugh, *Associate Counsel and Compliance Officer*; Frank Clough, *Director of IT*; Heather Hoffacker, *Internal Auditor*; Nancy Miller, *Director of Member Services*; and Marie Mullen, *Director of Finance*.

After ascertainment of a quorum, the Chair called the meeting to order at 9:30 a.m.

Upon a request from the Chair, a motion was made by Trustee Kelliher to accept the public minutes of the December 13, 2022 Audit Committee Meeting. Trustee Martins seconded the motion, and the minutes were approved unanimously.

Ms. Hoffacker discussed the outstanding items on the Internal Audit Tracker. The number of outstanding employer audit files waiting to be processed by Member Services is 5. The number of files requiring submissions from employers is 121. Combined, these total 126 files, 4 files less than the previous update.

Ms. Hoffacker noted that the January meeting Management had indicated would be taking place regarding the Pension Recoupment Outstanding Funds Review had not taken place yet.

Ms. Hoffacker discussed the Alternative Investments Monitoring and Reporting Audit as listed on the Audit Plan is still in progress and a report is expected to be presented at the March Audit Committee Meeting.

Ms. Hoffacker mentioned that the Census Data Report is scheduled to be included in the next round of testing.

Ms. Mullen discussed the fiscal year 2022 GASB 68/75 report (proportionate share for employers) from GRS was received on Friday and has been sent to Plante Moran for audit. Plante Moran has provided the fiscal year 2022 recommendations letter and staff is working on responses. Ms. Mullen plans to present the letter and staff responses at the February meeting.

Next, Ms. Mullen discussed the remaining employers requiring certification pursuant to HB 1221 (2022) which requires that the state pay each municipality an amount equal to 7.5 percent of the employers' contributions on behalf of their group II members and group I teacher members. Ms. Mullen requested that the Committee vote to recommend the Board of Trustees approve the certification of the remaining payments to be made. In October, the Committee and Board certified 271 of the 330 employer groups. There was a brief discussion that although most of the remaining employers were reconciled, 4 of the remaining 59 employers still had unreconciled estimates. After review of the estimates in question, it was decided to include the 4 employers pending reconciliation. The Chair requested that a motion be made to recommend the approval of all the remaining 59 payments pursuant to HB1221. The motion was made by Trustee Martins and seconded by Trustee Kelliher. The Chair abstained from the vote, which was approved unanimously.

No further business came before the Committee. The next meeting has been scheduled for February 10, 2023

A motion was made by Trustee Kelliher to adjourn the meeting, seconded by Trustee Martins, and approved unanimously.

*Respectfully submitted,*

*Heather Hoffacker*