

NHRS Board of Trustees, Audit Committee  
June 2023

**NOTE:** These minutes from the June 13, 2023 Audit Committee meeting were approved and executed at the July 11, 2023 regular meeting of the NHRS Audit Committee.

**Audit Committee  
Board of Trustees**

**Public Minutes  
June 13, 2023**

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

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

*Attending Trustees:* Bob Maloney and Jason Henry

*Staff participating:* Jan Goodwin, *Executive Director*; Timothy Crutchfield, *Deputy Director and Chief Legal Counsel*; Mark Cavanaugh, *Associate Counsel and Compliance Officer*; Heather Hoffacker, *Internal Auditor*; John Laferriere, *Director of Information Technology*; Raynald Leveque, *Chief Investment Officer*; and Marie Mullen, *Director of Finance*.

The Chair called the meeting to order at 9:45 a.m. and a roll call was taken to ascertain a quorum.

Upon a request from the Chair, a motion was made by Trustee Lesko to accept the public minutes of the May 9, 2023 Audit Committee Meeting. Trustee Kelliher seconded the motion, and the minutes were approved unanimously.

Bob Dobrowsky, CPA, Engagement Partner; Kristin Hunt, CPA, Colleague Partner; and Spencer Tawa, CPA, Engagement Senior Manager were in attendance remotely and presented the Plante Moran Fiscal Year 2023 Audit Plan. Plante Moran will express an opinion on the June 30, 2023 NHRS basic financial statements; the Schedule of Employer Allocations of the NHRS Cost-Sharing Multiple-Employer Defined Pension Plan; and the Schedule of Employer Allocations of the NHRS Cost-Sharing Multiple-Employer Postemployment Medical Subsidy Healthcare Plan.

The Plante Moran representatives also discussed changes to the AICPA Auditing Standards that will affect this year's audit.

Ms. Hoffacker discussed the outstanding items on the Internal Audit Tracker. Currently there are 4 files waiting to be processed by Member Services staff and 111 files that require submissions from employers to be processed.

Ms. Hoffacker discussed the Audit Plan. The Proxy Voting Compliance Monitoring audit has been put on hold. A meeting is scheduled with Institutional Shareholder Services, Inc. later this month. The Alternative Investment Audited Financial Statement Review Audit has been completed. The Emergency Broadcast Text System was tested successfully.

Ms. Hoffacker discussed the GASB Census Data audits which are currently in process. There have been upgrades made to the process this year with more anticipated for next year.

Ms. Hoffacker discussed the Audited Financial Statement Review audit which had been completed. This particular control is also reviewed by the External Auditor. Some recommendations were made regarding the information review portion of the process and management concurred with those recommendations.

Ms. Hoffacker discussed the results of the Business Continuity Plan test scenario and the Test of the Emergency Text System. Both of which had been completed with positive results.

Ms. Hoffacker discussed that there were no updates regarding Data Risk Assessment Project Plan recommendations as the final outstanding recommendation aligns with the completion of PG V3 implementation.

Marie Mullen, the Director of Finance, discussed updates regarding the implementation of Plante Moran recommendations from the prior year audit. Ms. Mullen also discussed changes made to gain interest income using operating funds maintained in organizational bank accounts. Finally, she discussed the upgrade of our third-party bill pay system used by employers that will allow improved system communications with NHRS bank accounts.

No further business came before the Committee. The next meeting has been scheduled for July 11, 2023.

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

*Respectfully submitted,*

*Heather Hoffacker*