

**NOTE:** These minutes from the December 3, 2014 Benefits Committee meeting were approved and executed at the January 12, 2015 committee meeting.

**Benefits Committee  
Board of Trustees  
December 3, 2014**

**The Public Minutes**

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

*Committee Members:* George Walker, *Chair*; Germano Martins. John Beardmore, David McCrillis, and Don Roy, *telephonically*.

*Staff:* George Lagos, *Executive Director*; Tim Crutchfield, Esq., *Chief Legal Counsel*; Denise Call, *Director of Employer & Retiree Services*; Mark Cavanaugh, Esq., *Regulatory Compliance Officer*; Carolyn Johnson, *Hearings Officer*; Shannan Hudgins, *Administrative Coordinator*.

Trustee Walker called the Benefits Committee meeting to order at 3:04 p.m. and requested a motion to approve the public and non-public minutes of the October 14, 2014 Committee meeting. On a motion by Trustee Martins, seconded by Trustee Roy, the Committee unanimously approved the October 14, 2014 public and non-public minutes.

On a motion by Trustee Martins, seconded by Trustee McCrillis, the Committee voted to enter into non-public session under RSA 91-A:3, II (e) to discuss legal actions on a roll call vote, as follows:

*Ayes:* Trustees Walker, Beardmore, Martins, McCrillis and Roy.

*Nays:* None.

On a motion by Trustee Beardmore, seconded by Trustee Martins, the Committee unanimously voted to conclude the non-public session.

No votes were taken during the non-public session.

Following the non-public session, the Committee briefly discussed its charter, agreeing that no changes were necessary, and therefore, no action need be taken.

Chair Walker opened a review of the NHRS disability application and approval process which had been placed on the agenda at the request of Trustee Martins. Following an extended discussion of RSA 100-A:6 and Ret. 305, the controlling NHRS statute and Administrative Rules, the Committee requested that Staff conduct research and prepare explanatory materials addressing standard practice for medical reviews of disability applications for the Committee's consideration and review at its next meeting.

Atty. Crutchfield provided an update of online forms, stating that in conjunction with the Electronic Transmission Act and the security protections of MyAccount, fillable online retirement forms would become available for members with a MyAccount to file for retirement. Mr. Lagos emphasized that the effort was not intended to restrict access to staff, but rather constituted an effort to improve services by offering additional options for the convenience of those NHRS members and retirees who preferred to interact with NHRS via the internet.

On a motion by Trustee Martins, seconded by Trustee McCrillis, the meeting was adjourned at approximately 3:55 p.m.

*Respectfully submitted,*  
*Shannan Hudgins*