

NOTE: These minutes from the December 4, 2013 Personnel Performance and Compensation Committee meeting were approved and executed at the January 3, 2014, committee meeting.

**Personnel Performance and Compensation Committee
Board of Trustees
December 4, 2013**

The Public Minutes

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

Committee Members: Attending: Dean Crombie, *Chair*, Richard Gustafson, Guy Scaife (by telephone), and George Walker.

Staff: George Lagos, *Executive Director*; Rosamond Cain, *Human Resources Manager*.

Trustee Crombie chaired the meeting and called it to order at 2:15 p.m.

Trustee Gustafson moved to approve the PPCC meeting minutes from October 31, 2013. The motion was seconded by Trustee Scaife and was unanimously approved.

Mr. Lagos reported that he had contacted counsel and was advised that there had not been any decision rendered by the PELRB following the hearing which was held on September 3, 2013.

Mr. Lagos reported on the status of the Process Improvement Project ("PIP") and presented a memo prepared by Nina Calkins for review. Phase I of the project was now concluded and three process improvement projects are already underway in Employer Services and Insurance Services. The project plan for Phase II is under development.

Ms. Cain reviewed a memorandum outlining the various objectives which had been achieved during the course of the calendar year. The Committee noted the substantial progress which had been made and thanked her for her efforts.

Trustee Crombie updated the committee on the proposed process for conducting the annual evaluation of the Executive Director. The proposed evaluation form and timeline was reviewed and it was agreed that the documentation and instructions would be made available to the Board at its next meeting.

Trustee Gustafson made a motion, seconded by Trustee Scaife to enter non-public session under RSA 91-A:3, II (c) for the purpose of discussing a matter which, if discussed in public, would likely affect adversely the reputation of a person, other than a member of the public body itself.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, Scaife, and Walker.

Nays: None

Motion carried unanimously.

After discussion, Trustee Scaife moved to conclude non-public session, seconded by Trustee Gustafson.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, Scaife, and Walker.

Nays: None

Motion carried unanimously.

It was noted that no motions were made or votes taken during the non-public session.

There being no further business for discussion, a motion was made at 11:15 a.m. by Trustee Gustafson and seconded by Trustee Walker to adjourn the meeting.

Respectfully submitted,
George Lagos