

NHRS Board of Trustees, PPCC Committee  
July 31, 2012

**NOTE:** These minutes from the July 31 2012, Personnel Performance and Compensation Committee meeting were executed and approved at the September 21, 2012, committee meeting.

**Personnel Performance and Compensation Committee  
Board of Trustees  
July 31, 2012**

**The Public Minutes**

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

*Committee Members:* Lisa Shapiro, Ph.D. (attending by telephone), *Chair*; Dean Crombie; Richard Gustafson.

*Staff:* George Lagos, *Executive Director*; Nancy Miller, *Member Services Director*.

Trustee Shapiro asked Trustee Gustafson to chair the meeting since she was not physically present to do so. Trustee Gustafson called the meeting to order at 9:05 a.m.

Trustee Crombie motioned to approve the public and non-public PPCC meeting minutes from July 5, 2012. The motion was seconded by Trustee Shapiro.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, and Shapiro

Nays: None

Motion carried unanimously.

Mr. Lagos reviewed previously distributed documents relating to delegation of authority, including updated provisions and flow charts relating to the investment and finance functions. Mr. Lagos explained that the documentation presented reflected the current processes and procedures and noted that additional review and analysis would most likely result in modified procedures and authorities with respect to which required further specificity with respect to authorities governing financial transactions and the movement of funds. It was further noted that the delegations were also going to be presented to the Audit Committee and the Governance Committee for review and approval in advance of being submitted to the Board.

Trustee Crombie made a motion, seconded by Trustee Shapiro to recommend the Delegation of Authority documents for approval by the full Board, subject to the finalization of the financial controls and authority provisions for the Finance and Investment functions. The motion carried unanimously.

Chair Gustafson asked Mr. Lagos for an update on the Hay Report. Mr. Lagos indicated that there were ongoing discussions with Myriam Michaels to finalize the report and to remit payment for the final invoice which had been rendered. The expectation was that all aspects would be resolved by the date of the next committee meeting.

The committee reviewed an updated draft PPCC Charter which incorporated provisions related the committee's role in collective bargaining. Trustees Gustafson suggested a revision to eliminate reference to a particular union, whereupon Trustee Crombie suggested a revision to eliminate "...and SEIU Local 1984" and substitute "...bargaining unit(s)." Upon motion by Trustee Crombie, seconded by Trustee Shapiro, it was unanimously voted to recommend to the full board that it approve the proposed revised Charter for the PPCC Committee, as amended.

Mr. Lagos provided a brief update to the Committee regarding staff's initiative to update, standardize and organize NHRS policies and procedures. He noted once again that Nina Calkins, the project manager was doing a very good job keeping the project moving forward.

Under other business, Mr. Lagos presented materials from Hewitt ennisknupp on the subjects of Board self evaluation and Executive Director evaluation, indicating that Nancy Williams would be attending the September board meeting to make a presentation. After discussion it was agreed that the recent survey undertaken by the board should be repeated in six months time, and that the appropriate timing for the Executive Director review would be after January 1<sup>st</sup>, in accordance with the employment agreement.

Trustee Crombie made a motion, seconded by Trustee Shapiro 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 any person, other than a member of the public body itself.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, and Shapiro

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Nays: None

Motion carried unanimously.

After discussion, Trustee Crombie moved to conclude non-public session, seconded by Trustee O'Brien.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, O'Brien and Shapiro

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 10:10 a.m. by Trustee Crombie and seconded by Trustee Shapiro to adjourn the meeting.

Roll call vote.

Ayes: Trustees Crombie, Gustafson, and Shapiro

Nays: None

Motion carried unanimously.

*Respectfully submitted,*  
*George Lagos*