

NHRS Board of Trustees, PPCC Committee
Date: June 1, 2021

NOTE: These minutes from the June 1, 2021 Personnel Performance and Compensation Committee meeting were approved and executed at the August 5, 2021 Committee meeting.

**Personnel Performance and Compensation Committee
Board of Trustees
June 1, 2021**

Public Minutes

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

Committee Members in attendance by video-conference: Chair Bill Hart; Trustees Robert Maloney and Scott Myers.

Absent: Trustee Tim Lesko

Staff: Jan Goodwin, *Executive Director*; Rosamond Cain, *Director of HR*.

Trustee Hart called the meeting to order at 10:05 am

Due to the participation of all members by video-conference, all motions were acted upon by roll call vote.

Trustee Maloney moved to approve the public minutes from the April 7, 2021 PPCC meeting. The motion was seconded by Trustee Myers and approved unanimously.

Trustee Maloney moved to approve the non-public minutes from the April 7, 2021 PPCC meeting. The motion was seconded by Trustee Myers and approved unanimously.

Ms. Cain gave an update on staffing and recruitment. NHRS has four open positions: Information Systems Security Officer, Contact Center Representative, Member Account Specialist-Audit Findings, and Internal Audit. All are being actively recruited.

There was a discussion around conducting interim evaluations for the Executive Director. The Committee felt that the six-month mark would be a good time to measure performance. The Committee will meet in late August to begin the process.

Ms. Cain then gave an update on the leadership coaching programs. Four managers are continuing their coaching program. Four other staff

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have entered into to a coaching program and an additional four staff will begin a series of seven leadership workshops.

The Committee then discussed updates to the June 2019 NHRS Employee Handbook. The Committee was in favor of all changes including adding gender natural language, an anti-bullying policy, an antiracism statement, and an updated dress code.

The Committee went into non-public session to discuss staffing and personnel issues. Trustee Maloney made a motion, seconded by Trustee Myers, 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. The motion carried unanimously.

After discussion, Trustee Myers moved to conclude the non-public session, seconded by Trustee Maloney. The motion carried unanimously.

No votes were taken in the non-public session.

There being no further business for discussion, a motion was made at 10:28 am by Trustee Maloney to adjourn the meeting, seconded by Trustee Myers. The motion carried unanimously.

Respectfully submitted,
Rosamond Cain