

NOTE: These minutes from the March 7, 2013 Personnel Performance and Compensation Committee meeting were approved and executed at the March 28, 2013 Committee meeting.

**Personnel Performance and Compensation Committee
Board of Trustees
March 7, 2013**

The Public Minutes

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

Committee Members: Attending: Richard Gustafson, *Chair*, Dean Crombie and George Walker. Attending by conference call: Guy Scaife. Absent - Lisa Shapiro, Ph.D.

Staff: George Lagos, *Executive Director* and Rosamond Cain, *Human Resource Manager*.

Trustee Gustafson chaired the meeting and called it to order at 11:15 a.m.

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

Trustee Gustafson updated the committee on the conclusion of the Executive Director evaluation process, noting that he had discussed the evaluation with the Executive Director and that a meeting would be held with the Board Chair, the ED and himself to review the evaluation in detail.

Mr. Lagos was asked to report on the Process Improvement Project. He indicated that the Employer Services area was the primary focus and that work flow diagrams were being prepared for all processes. It was noted that this project would involve all operational areas and would likely continue for more than a year.

Ms. Cain then reviewed the performance evaluation management training which was scheduled for Friday with both the ETeam and the MTeam. This training is the second module and follows the foundational training which was directed at the creation and communication of position descriptions throughout the organization. Both Ms. Cain and Mr. Lagos emphasized the importance of the successful implementation of this

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program and the reliance which would be placed on the MTeam managers to appropriately set expectations, monitor performance and provide feedback throughout the organization.

There being no further business for discussion, a motion was made at 11:40 a.m. by Trustee Scaife and seconded by Trustee Walker to adjourn the meeting.

Respectfully submitted,
George Lagos