

Personnel Performance and Compensation Committee
Board of Trustees
October 1, 2025
Public Minutes
New Hampshire Retirement System
54 Regional Drive
Concord, NH 03301

Committee Members in attendance by videoconference: Chair Sue Hannan; Trustees, Maureen Kelleher, Ken Merrifield and Josh Quigley

Absent: Bob Maloney

Staff: Jan Goodwin, Executive Director, and Rosamond Cain, Director of HR

Trustee Hannan called the meeting to order at 10:35 am.

Trustee Merrifield moved to approve the minutes from the August 1, 2025, meeting. The motion was seconded by Trustee Kelleher, the minutes were approved.

Rosamond gave an update on staffing. Both the Contact Center and Administrative Manager and the Investment Operations Analyst have resigned. We are planning to redesign both positions to fit the organizational needs. HR is working with Investments to reassess the Investment Officer position descriptions. HR is working with Finance to build a Employer Reporting Analyst position. And, HR is working with Legal to build a paralegal/assistant position.

NHRS is currently recruiting for a Controller (Finance), a Member Services Technician, Contact Center Manager, IT Project Manager and IT Data Security Analyst. The new Head of Portfolio Administration position will be posted soon.

The Committee then reviewed the 2025 Succession plan. It was noted that due to retirements and resignations, NHRS has some gaps in the succession plan. HR will work with Management over the next year to close those gaps.

The Committee went into non-public session to discuss employee decisions. Trustee Quigley made a motion, seconded by Trustee Merrifield, 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 Merrifield moved to conclude the non-public session, seconded by Trustee Kelleher. The motion carried unanimously.

No votes were taken in the non-public session.

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There being no further business for discussion, a motion was made by Trustee Merrifield to adjourn the meeting, seconded by Trustee Quigley. The motion carried unanimously.

The meeting adjourned at 11:02 am.

Respectfully submitted,
Rosamond Cain