

**Personnel Performance and Compensation Committee
Board of Trustees
September 21, 2012**

Public Minutes

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

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

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

Trustee Shapiro chaired the meeting and called it to order at 3:05 p.m.

Trustee Crombie motioned to approve the public and non-public PPCC meeting minutes from July 31, 2012. The motion was seconded by Trustee Shapiro.

Roll call vote.

Ayes: Trustees Crombie, Shapiro and Walker.

Nays: None.

Mr. Scaife abstained as he was not a member of the Committee at the date of its last meeting.

Mr. Lagos asked Ms. Cain to review various HR initiatives underway. Ms. Cain indicated that the job description project was now essentially completed and that they were ready for final review. She further advised that performance appraisal forms were under development and that training sessions were being designed with the assistance of an outside consultant for the benefit of managers and supervisors.

Mr. Lagos then brought the committee up to date on the preliminary steps being taken to develop Key Performance Measures ("KPM's"). Mr. Lagos noted that work product from the previously completed CEM and Hay reports was being utilized as a part of that effort. Mr. Scaife provided some helpful perspective on the importance of managing and measuring performance and Trustee Shapiro commented that the Board was very interested in seeing objective measurement tools in place. Mr. Lagos indicated that he would update the Board on the progress being made at its next meeting.

Mr. Lagos provided a brief update to the Committee with regard to the Hay report indicating that the Executive Team was undertaking a review of its findings and recommendations.

Trustee Scaife made a motion, seconded by Trustee Crombie 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, Scaife, Shapiro and Walker.

Nays: None

Motion carried unanimously.

Trustee Crombie excused himself from the meeting at 4:30 p.m.

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

Roll call vote.

Ayes: Trustees Scaife, Shapiro 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 5:05 p.m. by Trustee Scaife and seconded by Trustee Walker to adjourn the meeting.

Roll call vote.

Ayes: Trustees Scaife, Shapiro and Walker.

Nays: None

Motion carried unanimously.

Respectfully submitted,
George Lagos