

NOTE: These minutes from the January 11, 2024, Personnel Performance and Compensation Committee meeting were approved and executed at the February 2, 2024, Committee meeting.

**Personnel Performance and Compensation Committee
Board of Trustees
February 2, 2024**

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

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

Absent: Trustee Bob Maloney

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

Trustee Hannan called the meeting to order at 9:33am. Trustee Quigley moved to approve the public and nonpublic minutes from the January 11, 2024, meeting. The motion was seconded by Trustee Merrifield, and the minutes were approved.

Ms. Cain provided a staffing update. NHRS is recruiting for a Financial Analyst (new position, and an Employer Reporting Specialist.

NHRS has proposed updates to the Handbook, the most significant revisions include moving the weapons policy and the remote work policy into the handbook. There were small changes to the driving policy and the public Wi-Fi information.

The 2023 Succession Planning was reviewed and approved by the Committee.

Ms. Cain reviewed the process and timetable for the 2024 evaluation of the Executive Director. The Committee agreed on the process and the timetable.

The Committee went into non-public session to discuss a personnel matter. 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 Quigley moved to conclude the non-public session, seconded by Trustee Merrifield. The motion carried unanimously. There were no votes taken in the nonpublic session.

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 10:11 am.

*Respectfully submitted,
Rosamond Cain*