

**Kentucky Public Pensions Authority  
Special Called Board Meeting  
February 7, 2024 at 10:00 a.m. EST  
Live Video Conference/Facebook Live**

**AGENDA**

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|--|-----------------------|
| <b>1. Call to Order</b>  | <b>Keith Peercy</b>   |
| <b>2. Legal Opening Statement</b>  | <b>Legal Services</b> |
| <b>3. Roll Call</b>  | <b>Sherry Rankin</b>  |
| <b>4. Public Comment</b>   | <b>Sherry Rankin</b>  |
| <b>5. KPPA Ad Hoc Executive Director Search Committee Recommendations*</b> | <b>William O'Mara</b> |
| <b>6. Closed Session**</b>   | <b>Keith Peercy</b>   |
| <b>7. Adjourn*</b>   | <b>Keith Peercy</b>   |

*\*Board Action Required*

*\*\*Board Action May Be Required*



## KENTUCKY PUBLIC PENSIONS AUTHORITY

David L. Eager, Executive Director

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### MEMORANDUM

**To: KPPA**  
**From: William O'Mara, Executive Director Search Committee Chair**  
**Re: Recommended Executive Director Search and Hiring Process**  
**Date: February 7, 2024 Special Board Meeting**

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In its meeting on September 28, 2023, pursuant to Section 2.1 of the KPPA Bylaws, an Ad Hoc Committee ("Committee") of the KPPA Board ("Board") was formed to conduct the initial steps of the Executive Director recruitment with instructions for the Committee to bring the hiring process decided upon by the Committee back to the Board for their approval.

On December 6, 2023, the Board was updated on the work the Committee had completed, which included creating a job description and job flyer, determining the list of organizations, publications, and websites where the job posting would be listed, the length of time that the posting would be open, and the closing date of January 15, 2024. Upon the closing of applications, the Committee would then conduct an initial review of the applications. With the closing of the recruitment on January 15, 2024, 48 applications had been received.

The Committee met on January 31, 2024, and determined which applicants met the qualifications set forth by the Committee. Per the instructions by the Board, the Committee recommends the following hiring process be approved:

1. The Board delegate authority to the Committee to review the applications, to determine which candidates to extend interviews to, to conduct all necessary interviews and to make the recommendation on the candidate to be hired as Executive Director to the KPPA Board.
2. HR will contact Committee members to set the dates and times for the interviews and will schedule the interviews.
3. The Committee members shall send HR a list of questions each member wishes to be asked of all candidates. HR will review the questions for any duplicates or for any questions that cannot legally be asked and will remove those questions and compile the rest into one list. The Committee members shall be prepared to discuss the questions and shall agree upon the questions to ask each candidate. The Chair of the Committee shall have the final decision on what the list of questions shall be. HR will then compile the final questions into one questionnaire.
4. The Committee shall interview the initial candidates via Zoom. All candidates will be asked the same questions at this stage. Follow-up questions may be asked based upon the answers given or based upon details in the candidate's application or resume. HR will monitor the questions being asked to ensure compliance and consistency.

5. After all initial candidates have been interviewed, the Committee shall meet, discuss the interviews, and determine if subsequent interviews are needed and, if so, schedule any subsequent interviews and determine the method of conducting those interviews (Zoom or in person).
6. The Committee shall meet and determine which person it will recommend as the next KPPA Executive Director and will bring this recommendation to the Board.

The Committee will be available for any questions or discussion of the proposal or any changes the Board may wish to explore.