

**MINUTES OF MEETING
KENTUCKY PUBLIC PENSIONS AUTHORITY
SPECIAL CALLED
AD HOC EXECUTIVE DIRECTOR SEARCH COMMITTEE
OCTOBER 19, 2023, 10:00 A.M., E.T.
VIA LIVE VIDEO TELECONFERENCE**

At the October 19, 2023, Special Called Meeting of the Ad Hoc Executive Director Search Committee of the Kentucky Public Pensions Authority, the following Committee members were present: William O'Mara (Chair), Betty Pendergrass, Lynn Hampton, and Keith Peercy. Staff members present were David Eager, Victoria Hale, Lori Casey, Shaun Case, Katie Park, and Sherry Rankin.

Mr. Peercy called the meeting to order.

Ms. Hale read the Opening Statement.

Ms. Rankin called roll.

There being no *Public Comment*, Mr. Peercy introduced the agenda item *Appointment of Officers – Chair and Vice-Chair (Video 00:07:23 to 00:08:13)*. A Vice-Chair was not required, said Ms. Hale. Mr. Peercy wished to appoint Mr. Bill O'Mara as Chair of the KPPA Ad Hoc Executive Director Search Committee. Mr. O'Mara accepted the role of Chair and continued the meeting.

Mr. O'Mara introduced the agenda item *Discussion and Decision on Initial Steps – Executive Director Search (Video 00:08:14 to 00:47:50)*. Mr. O'Mara requested that all KRS and CERS Trustees be contacted and asked to provide the three (3) most important traits, skills, experiences, and/or emphasis that they believe are important for an Executive Director to possess. Mr. Eager and the KRS and CERS CEOs should also be asked to submit a response, said Mr. O'Mara.

Mr. O'Mara requested administrative support for the Committee from Ms. Lori Casey or Ms. Sherry Rankin. Ms. Casey agreed to provide primary support. Mr. O'Mara directed Ms. Casey to reach out to the Trustees by close of business to request their responses to the above prompt. Next, the Committee Members discussed locations for posting/announcing the opening. Mr. O'Mara suggested that an overview/description of KPPA be included in the job posting.

There was discussion regarding the application process. Ms. Casey stated that the Personnel Cabinet may allow candidates to apply through the State's MyPurpose system despite the Executive Director being a contracted position. Compensation was briefly discussed. Mr. Eager offered to share the most recent NASRA Compensation Survey and other compensation information with the Search Committee.

The Committee reviewed the Executive Director position description as written in the KPPA Bylaws. Ms. Pendergrass recommended that any changes made to the position description also be amended in the bylaws. Mr. O'Mara suggested that a list of responsibilities of the Kentucky Public Pensions Authority as an administrative body be added to the description. The number of employees and beneficiaries, assets under management, and funding status should be included in the description, said the Committee Members.

Next, the Committee discussed next steps and a tentative timeline for the recruitment. The Members set a target candidate selection date of April 1, 2023.

Mr. O'Mara requested that all Trustee responses received by Ms. Casey be submitted to the Committee for review no later than Wednesday, October 25, 2023. The input received would also be reviewed at the next scheduled meeting of the KPPA Ad Hoc Executive Director Search Committee. Additionally, the following items would be discussed at the next meeting of the KPPA Ad Hoc Executive Director Search Committee; (1) collection of posting locations; (2) drafted KPPA Organization Description; and (3) drafted Executive Director Position Description. Mr. O'Mara noted that the presented position description may be amended due to the input received from Trustees. He also requested that Staff present the aforementioned compensation information to the Committee at their next scheduled meeting. Mr. Eager encouraged the Committee allow ample time for a transition period.

The next meeting of the KPPA Ad Hoc Executive Director Search Committee was scheduled for Friday, October 27, 2023, at 9:00 a.m. EST.

Closed Session – None.

There being no further business, Mr. O'Mara *adjourned* the meeting.

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CERTIFICATION

I do certify that I was present at this meeting, and I have recorded above the action of the Committee on the various items considered by it at this meeting. Further, I certify that all requirements of KRS 61.805-61.850 were met in connection with this meeting.


Recording Secretary

I, as Chair of the KPPA Ad Hoc Executive Director Search Committee of the Kentucky Public Pensions Authority, do certify that the Minutes of the meeting held on October 19, 2023, were approved by the Audit Committee on October 27, 2023.


Committee Chair

I have reviewed the Minutes of the KPPA Ad Hoc Executive Director Search Committee Meeting on October 19, 2023, for form, content, and legality.


Office of Legal Services