

**MINUTES OF MEETING  
COUNTY EMPLOYEES RETIREMENT SYSTEM BOARD OF TRUSTEES  
AD HOC PERSONNEL COMMITTEE  
JUNE 7, 2022 AT 3:00 P.M. ET (2:00 P.M. CT)  
VIA LIVE VIDEO TELECONFERENCE**

At the meeting of the County Employees Retirement System Board of Trustees Ad Hoc Personnel Committee held a special called meeting on June 7, 2022 the following members were present: George Cheatham, Michael Foster, and JT Fulkerson. Other Board member present: Betty Pendergrass. Staff members present were CERS CEO Ed Owens, III, KRS CEO John Chilton, Rebecca Adkins, Erin Surratt, Michael Board, Victoria Hale, Lori Casey, Ashley Gabbard, Glenna Frasher, and Sherry Rankin.

Mr. Owens called the meeting to order.

Mr. Board read the Legal Opening Statement.

Ms. Rankin called the roll.

Since there was no public comment submitted, Mr. Owens introduced agenda item *Election of Officers – Chair and Vice-Chair*. Mr. Owens opened the floor for nominations for the Chair of the CERS Ad Hoc Personnel Committee. Mr. Cheatham made a motion and was seconded by Mr. Foster to nominate Mr. Fulkerson as Chair. There being no further nominations, a vote was taken and passed unanimously. Mr. Owens turned the meeting over to the newly elected chair, Mr. Fulkerson.

Mr. Fulkerson then opened the floor for nominations for Vice-Chair. Mr. Cheatham made a motion and was seconded by Mr. Fulkerson to nominate Mr. Foster. There being no further nominations, a vote was taken and passed unanimously.

Mr. Fulkerson introduced agenda item *Discussion of Committee Organization and Duties for Amendment to CERS Bylaws*. Ms. Pendergrass stated that this committee was formed as an Ad Hoc Committee until the provisions were amended in the Bylaws to allow for a standing Personnel

Committee. Mr. Owens indicated that he would create a section to add to the Bylaws that would set out the duties and responsibilities based on the other standing committees and will bring that back to the Committee for approval. Mr. Foster provided details on how the Board could amend the Bylaws to establish this committee as a standing committee and have two (2) readings of the amendment at a special or regular meeting. He suggested that the committee make a recommendation to the Board to begin this process due to the length of time it may take to meet the reading requirements. Mr. Owens stated that he could prepare the amendment to the Bylaw and the recommendation from this committee to present at the CERS Board Meeting that will be held on June 14, 2022 and that would serve as the first reading of the amended Bylaws. After discussion about the specifics of the Bylaw amendment, Mr. Owens suggested and the committee members agreed that a draft of the Bylaw amendment would be sent via email to the committee members for their review and input. Afterwards, the Bylaw amendment would be added to the material for Board consideration at the meeting on June 14, 2022. Mr. Board expressed caution in this method of communication and reminded Mr. Owens to email the Trustees individually, so as to not cause a violation of the Open Meetings Act by creating a quorum of the committee members. All of the committee members agree to proceed with the Bylaw amendment as discussed.

Mr. Fulkerson introduced agenda item *Discussion of Policy and Procedures for Annual Evaluations of CEO and General Counsel*. Ms. Pendergrass announced that she is working with Mr. Eager to get some staff support from the KPPA Human Resources Department to assist with the needs of this committee. She introduced Lori Casey and indicated that she would be a good source to provide information regarding the evaluation process. Ms. Casey stated that she would conduct some research to attempt to find some forms to assist in the evaluation process. Mr. Foster suggested the use of a form with a uniform format during the evaluation indicating that it would assist the committee in future evaluations. He suggested that the evaluations occur at least yearly and that the reviewer would have a conference afterwards to discuss the results of the evaluation. Ms. Pendergrass reviewed a form that she developed to use for evaluation purposes, and will send that to the committee members for their review. She indicated that it would be a good starting point for the committee to build upon.

The committee members held discussion for the next committee meeting. It was decided that the next meeting of the CERS Ad Hoc Personnel Committee would be scheduled for June 22, 2022 at 3:00 pm ET (2:00 pm CT).

A motion was made by Mr. Foster and seconded by Mr. Cheatham to adjourn the meeting. The motion passed unanimously.

Copies of all documents presented are incorporated as part of the Minutes of the CERS Ad Hoc Personnel Committee meeting held June 7, 2022 except documents provided during a closed session conducted pursuant to the open meetings act and exempt under the open records act.

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## CERTIFICATION

I do certify that I was present at this meeting, and I have recorded the above actions of the Trustees 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 conjunction with this meeting.

  
Recording Secretary

I, JT Fulkerson, the Chair of the County Employees Retirement System Ad Hoc Personnel Committee, do certify that the Minutes of Meeting held on June 7, 2022 were approved on June 22, 2022.

  
Chair of the CERS Finance Committee

I have reviewed the Minutes of the June 7, 2022 CERS Finance Committee Meeting for content, form, and legality.

  
Executive Director  
Office of Legal Services