

**ADMINISTRATIVE COMMITTEE MINUTES  
BOARD OF TRUSTEES  
MARYLAND STATE RETIREMENT AND PENSION SYSTEM**

May 3, 2023

The Administrative Committee meeting convened, via WebEx conference call, beginning at 2:04 p.m.

The Committee Members present included:

|                                  |                 |
|----------------------------------|-----------------|
| Kenneth Haines, Chair, Presiding | Dereck Davis    |
| Richard Norman, Vice-Chair       | Helene Grady    |
| Thomas Brandt                    | Robert Sandlass |
| Jamaal Craddock                  |                 |

Agency Staff members attending included: Martin Noven, Executive Director/Board Secretary  
Angie Jenkins Janet Sirkis

Assistant Attorneys General present included: Rachel Cohen

Other attendees included: Marc Nicole and Cindy Kollner (Dept. of Budget and Management)

|                       |  |
|-----------------------|--|
| Call Meeting to Order | Mr. Haines, Chair of the Administrative Committee, having established that there was a quorum present, called the meeting to order.                  |
| Minutes               | On a motion made by Mr. Sandlass and seconded by Mr. Craddock, the Administrative Committee approved the April 4, 2023 open session meeting minutes. |

**CLOSED SESSION**

On a motion made by Mr. Sandlass and seconded by Mr. Norman, the Administrative Committee voted to meet in a closed session, via WebEx conference call, beginning at 2:05 p.m., for the purposes of:

- a) reviewing the closed session committee meeting minutes, pursuant to General Provisions Art., § 3-103(a)(1), the exercise of an administrative function; and General Provisions Art., § 3-305(b)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter, namely, General Provisions Art., § 3-306(c)(3)(ii), requiring that minutes of a close session be sealed and not be open to public inspection; and
- b) discussing the compensation of the Executive Director, pursuant to General Provisions Art., § 3-305(b)(1)(i), to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

The Committee Members present in the closed session included:

|                                  |                 |
|----------------------------------|-----------------|
| Kenneth Haines, Chair, Presiding | Dereck Davis    |
| Richard Norman, Vice-Chair       | Helene Grady    |
| Thomas Brandt                    | Robert Sandlass |
| Jamaal Craddock                  |                 |

Agency Staff members attending included: Angie Jenkins (for item a only)

Other attendees included: Marc Nicole and Cindy Kollner (Dept. of Budget and Management)

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On a motion made by Mr. Norman and seconded by Mr. Craddock, the Administrative Committee returned to open session, via WebEx conference call, beginning at 2:22 p.m.

**OPEN SESSION**

The Committee Members present included:

|                                  |                 |
|----------------------------------|-----------------|
| Kenneth Haines, Chair, Presiding | Dereck Davis    |
| Richard Norman, Vice-Chair       | Helene Grady    |
| Thomas Brandt                    | Robert Sandlass |
| Jamaal Craddock                  |                 |

Agency Staff members attending included: Angie Jenkins and Janet Sirkis

Assistant Attorneys General present included: Rachel Cohen

Other attendees included: Marc Nicole and Cindy Kollner (Dept. of Budget and Management)

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| During closed session, the Administrative Committee discussed the matters identified in the motion to meet in closed session, and acted on the following matters: |  |
| Closed Session Minutes  | The Committee reviewed and approved the April 4, 2023 closed session meeting minutes.  |
| Discussion regarding the Compensation of the Executive Director   | The Committee reviewed a confidential memorandum regarding the compensation of the Executive Director. The Committee's recommendation will be presented, in closed session, to the Board of Trustees as its May meeting. |

**Adjournment**      There being no further business before the Committee, on a motion made by Mr. Norman and seconded by Mr. Brandt, the meeting adjourned at 2:23 p.m.

Respectfully submitted,



Martin Noven,  
Secretary to the Board