

## ADMINISTRATIVE COMMITTEE MEETING

Maryland State Retirement and Pension System  
120 E. Baltimore Street, 16th Floor Board Room  
Baltimore, Maryland 21202

Tuesday, 10/1/2019  
9:30 AM - 12:00 PM ET

- ACTION ITEM 1. Minutes of the Administrative Committee  
\*September 3, 2019 Open Meeting Minutes  
*Administrative Committee OPEN minutes\_090319 - Page 3*

APPROVE.....DISAPPROVE.....DEFER

- ACTION ITEM 2. Proposed Amendments to COMAR 22.01.13 - Member Services Unit - Telephone Recording or Monitoring  
Staff recommends that the Committee approve the proposed amendments as presented, and recommend that the Board of Trustees submit the proposed amendments to the AELR Committee and publish them in the Maryland Register for comment.  
*COMAR 22.01.13\_Recording and Monitoring of Phone Calls - Page 10*

APPROVE.....DISAPPROVE.....DEFER

- ACTION ITEM 3. Final Adoption of Amendments to COMAR 22.01.12 - Enrollment in the State System  
*COMAR 22.01.12\_Enrollment In The State System After MCPS Comments - Page 12*

APPROVE.....DISAPPROVE.....DEFER

- INFORMATION 4. Member Services Update  
*Member Services Update\_August 2019 - Page 18*

- ACTION ITEM 5. Motion by the Committee to meet in Closed Session for the purposes of:  
(a) reviewing the closed session Administrative Committee meeting minutes, pursuant to General Provisions Art., § 3-103(a)(1)(i), the exercise of an administrative function;  
  
(b) discussing the offset of an individual participant's retirement benefits under State Personnel and Pensions Art., § 21-113, pursuant to General Provisions Art., § 3-305 (b)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosure about a particular proceeding or matter, namely, General Provisions Art., § 4-312 regarding the prohibition on disclosing retirement records; and

(c) receiving legal advice from counsel regarding the enrollment matter concerning certain employees of the City of Annapolis, pursuant to General Provisions Art., § 3-305(b)(7), to consult with counsel to obtain legal advice, and to protect the confidentiality of individual retirement and personnel records, pursuant to General Provisions Art., § 3-305(b)(13), to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosure about a particular proceeding or matter, namely, General Provisions Art., § 4-312 regarding the prohibition on disclosing retirement records, and § 4-311 regarding the prohibition on disclosure of a personnel record of an individual.

APPROVE.....DISAPPROVE.....DEFER

CLOSED SESSION

ACTION ITEM 6. Closed Session Administrative Committee Meeting Minutes

\*September 3, 2019 Closed Session Minutes

APPROVE.....DISAPPROVE.....DEFER

ACTION ITEM 7. Correction of Errors - Offset of Retirement Benefits

APPROVE.....DISAPPROVE.....DEFER

ACTION ITEM 8. City of Annapolis Enrollment Matter

>>>See Exhibit Book for material on this matter<<<

APPROVE.....DISAPPROVE.....DEFER

ACTION ITEM 9. Motion by the Committee to adjourn closed session and return to open session

APPROVE.....DISAPPROVE.....DEFER

ACTION ITEM 10. Motion by the Committee to adjourn meeting.

APPROVE.....DISAPPROVE

INFORMATION 11. NEXT ADMINISTRATIVE COMMITTEE MEETING - DECEMBER 3, 2019  
@ 9:30 a.m.

\* Quarterly Finance Reports

\* Review of the Criteria for the Executive Director's Evaluation