

**ADMINISTRATIVE COMMITTEE MEETING - VIRTUAL VIA WEBEX\***

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

Tuesday, 12/5/2023  
9:30 - 11:00 AM ET

**\*NOTE: Agency Staff not presenting and all public attendees can register to attend the open sessions of the WebEx videoconference by clicking on the meeting link in the meeting schedule section on the Agency's website**

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|-------------|---|--------------------------------------|
| INFORMATION | 1. Call Meeting to Order  | Chair                                |
| ACTION ITEM | 2. Minutes of the Administrative Committee<br>*October 3, 2023 Open Meeting Minutes<br><br>APPROVE.....DISAPPROVE.....DEFER   | Chair                                |
| ACTION ITEM | 3. Review of the Criteria for the Executive Director's Evaluation<br><br>APPROVE.....DISAPPROVE.....DEFER   | Chair                                |
| INFORMATION | 4. Finance Reports Quarter Ending September 30, 2023<br>* Administrative Expenses<br>* MBE Performance Report   | Melody<br>Countess<br>& Van<br>Lewis |
| INFORMATION | 5. Employee Engagement  | Martin<br>Noven                      |
| INFORMATION | 6. Benefits Administration Update   | Kimberly<br>O'Keefe                  |
| ACTION ITEM | 7. Motion by the Committee to Meet in Closed Session for the purpose of:<br>(a) discussing the offset of an individual participant's retirement benefit under State Personnel and Pensions Art., § 21-113, pursuant 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.<br><br>APPROVE.....DISAPPROVE | Chair                                |

CLOSED SESSION

ACTION ITEM 8. Correction of Errors - Offset of Retirement Benefits Megan Myers  
Overpayments Report\_December 2023

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

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

APPROVE.....DISAPPROVE

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

APPROVE.....DISAPPROVE

INFORMATION 11. NEXT ADMINISTRATIVE COMMITTEE MEETING - FEBRUARY  
6, 2024 @ 9:30 a.m.  
\* Legislative Bill Review