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MARYLAND STATE RETIREMENT
and PENSION SYSTEM

**MARYLAND STATE RETIREMENT AND PENSION SYSTEM
ADMINISTRATION COMMITTEE
MINUTES OF OPEN SESSION**

Convened on August 5, 2025, at 9:30 a.m. via a video teleconference.

Committee Members present:

Richard Norman, Chair
Robert Sandlass, Vice Chair
Jamaal Craddock

Treasurer Dereck E. Davis
Ayana English-Brown
Marc Nicole (designee, Secretary Grady)

Staff Members present:

Martin Noven, Executive Director
Gary Burgess
Sara Carta
Cheryl Davis-Shaw
Anne Gawthrop
Michael Howard
Derrick Johnson
Lisa Jordan
Kate Kemmerer
Courtney Key
Thomas Kim

John Lane
Thomas Montanye
Katherine Morris
Megan Myers
Kim O'Keeffe
Chandra Puranam
Ben Robb
David Rongione
Tonia Shultz
Toni Voglino

Assistant Attorneys General present:

Emily Spiering

Other Attendees present:

Philip Anthony
Mercedes Opoku

Jon Martin
Megan Schutz

1. Call Meeting to Order

Chair Norman called the meeting to order, after establishing a quorum at 9:30 a.m.

2. Open Session Meeting Minutes

On a motion made by Trustee Sandlass and seconded by Trustee English-Brown, the Committee approved the open session minutes for the meeting held on June 3, 2025.

3. IT Master Plan Summary FY2026

Chandra Puranam, Acting Chief Technology Officer, presented the Committee with the IT Master Plan for 2026. The presentation included an overview of the Business Operations Office (BOO)/Information Systems (IS) division leadership staff, a review of FY25 and planned projects for FY26.

4. Legislative Proposals for 2026

Anne Gawthrop, Director of Legislative Affairs, presented one legislative proposal for the 2026 legislative session to the committee for consideration. The proposal, entitled Clarifications to the State Personnel and Pensions Article, included the following points:

- Amending the Correctional Officers Retirement System (CORS) membership provision to include Child and Adolescent Mental Health Specialists I and II.
- Clarifying that an employer seeking to join the Employees' Pension System (EPS), CORS, or Law Enforcement Officers Pension System (LEOPS) as a Participating Governmental Unit (PGU) must enroll all employees in the group it wishes to join.
- Clarifying that all eligible PGU employees with election rights to join EPS, CORS, or LEOPS are required to complete the election form prior to the effective date of their employer's participation in the State system, indicating whether they intend to participate in the State system.

5. Member Services Update

The Committee was provided with updated statistics for Member Services through June 2025, FY25.

Gary Burgess, Member Services Administrator, reported that Member Services averaged about 9,500 calls over the past two months, with significant drops in wait times and abandonment rates compared to FY24. He also reported email and secure message volumes were lower, attributing them to faster response times. He concluded his report with updates on staffing, telework initiatives and recently launched virtual appointments.

6. Benefits Administration Update

The Committee was provided with statistics for Benefit Processing through June 2025, FY25.

Kim O'Keeffe, Retirement Administrator, reported on trends in enrollment and retirement processing activity. She noted that staff will be focusing on the upcoming launch of the re-engineered enrollment process, which is expected to improve efficiency and the member experience. Manual estimate requests continue to decline due to increased

self-service use and DROP participation has shown a slight rise. She also reported that year-end processing is complete and FY2026 operations are underway.

7. Motion to meet in Closed Session

On a motion made by Trustee English-Brown and seconded by Trustee Sandlass, the Committee voted to meet in closed session at 10:26 a.m. to review the closed session committee minutes, pursuant to General Provisions Art., § 3-103(a)(1)(i), the exercise of an administrative function and General Provisions Art., § 3-305(b)(13), to comply with a specific statutory requirement that prevents public disclosure, namely, General Provisions Art., § 3-306(c)(3)(ii), requiring that the minutes of a closed session be sealed and not be open to public inspection.

CLOSED SESSION

Committee Members present:

Richard Norman, Chair
Robert Sandlass, Vice Chair
Jamaal Craddock

Treasurer Dereck E. Davis
Ayana English-Brown
Marc Nicole (designee, Secretary Grady)

Staff Members present:

Martin Noven, Executive Director
Gary Burgess
Sara Carta
Cheryl Davis-Shaw
Anne Gawthrop
Michael Howard
Derrick Johnson
Lisa Jordan

Kate Kemmerer
Courtney Key
Thomas Montanye
Megan Myers
Kim O'Keeffe
Chandra Puranam
David Rongione
Tonia Shultz

Assistant Attorneys General present:

Emily Spiering

Other attendees present:

Jon Martin

Megan Schutz

8. Closed Session Meeting Minutes

The Committee approved the closed session meeting for the meeting held on June 3, 2025

9. Motion to Adjourn Closed Session and Return to Open Session

The Committee voted to adjourn closed session and returned to open session at 10:27 a.m.

OPEN SESSION

Committee Members present:

Richard Norman, Chair
Robert Sandlass, Vice Chair
Jamaal Craddock

Treasurer Dereck E. Davis
Ayana English-Brown
Marc Nicole (designee, Secretary Grady)

Staff Members present:

Martin Noven, Executive Director
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Courtney Key
John Lane
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Megan Myers
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Ben Robb
David Rongione
Tonia Shultz

Assistant Attorneys General present:

Emily Spiering

Other attendees present:

Jon Martin

Megan Schutz

10. Committee-led Discussion

There were no matters presented for discussion at this meeting.

11. Motion to Adjourn the Meeting

On a motion made by Trustee English-Brown and seconded by Trustee Craddock, the meeting adjourned at 10:29 a.m.

Respectfully submitted,



Martin Noven
Secretary of the Board