

**New Mexico
Public Employees Retirement Association
AdHoc Executive Director Search Committee
May 27, 2021**

1. Call to Order

This meeting of the AdHoc Executive Director Search Committee was held on the date cited above via Zoom tele/video conferencing. Chair Paula Fisher called the meeting to order at approximately 11:15 a.m.

2. Roll call

The meeting attendance met quorum with the following members present;

3. Committee Members Present

Paula Fisher, Chair
David Roybal, Vice Chair
Francis Page
Maggie Toulouse Oliver
Time Eichenberg
Lawrence Davis (Alternate)
Diana Rosales Ortiz (Alternate)

Other Board Members Present

Loretta Naranjo Lopez
Steve Neel
Shirley Ragin
Roberto Ramirez

Staff

Greg Trujillo, Acting Executive Director
Susan Pittard, General Counsel
Trish Winter, Executive Assistant
Anna Williams, CFO
Misty Schoepner, Deputy General Counsel
Kristin Varela, Interim CIO
LeAnne Larranaga Ruffy, Co-Head of Equity
Aaron Kayser, Investment Administrator
Frank Mihail, Investments Director
Isaac Beckel, Investments Director
Isaac Olaoye, Investment Accountant
Karyn Lujan, SmartSave Plan Manager
Jessica Trujillo, HR Manager
Ron Gallegos, CTO
Angela Romero, Albuquerque Office Manager

Others in Attendance

Tom Toth, Wilshire Consulting
Harvey Leiderman, ReedSmith, Fiduciary Counsel
Arlene Jacobius, Pensions & Investments
Marah de Muel, Attorney General’s Office

4. Approval of Agenda

Francis Page moved to approve the agenda. Tim Eichenberg seconded the motion. The motion passed by a unanimous roll call vote as follows;

Paula Fisher	Yes
David Roybal	Yes
Francis Page	Yes
Maggie Toulouse Oliver	Yes
Tim Eichenberg	Yes

5. New Business.

Minimum Qualifications Screening Process of Executive Director Applications

Mr. Page reported that so far they had received 11 resumes. The deadline for submission is June 1, 2021. The Committee Chair and Vice Chair will meet with PERA’s HR Manager to ensure which applicants meet the required minimum qualifications. The resumes will then be submitted to the Committee members for review using the matrix app.

The Committee will then determine which applicants will be brought before the full board.

Ms. Naranjo Lopez requested to see all the applications and asked why the Board was not receiving them. Mr. Page explained that the Board will receive the applications after review by the Chair, Vice Chair and HR. He also added that some people who are applying for the jobs might not want their resumes shared publicly.

Ms. Naranjo Lopez clarified that she was asking for the Board, not for the public. Chair Fisher reiterated that the resumes will be presented to the Board once the Committee has gone through their process.

Chair Fisher asked how they would go about putting up the applications received on the portal for the Board. Ms. Pittard explained that the MQs will be evaluated under the matrix that the Board adopted. The applications that meet the MQs will be forwarded to the full committee for evaluation. The Committee would then cull those to a finite number of applications that would be reviewed by the Board. It is then that they intend to have the database placed on the Board portal for Board members to see the total applicant pool including those that did not meet the MQs and the reason for that, and those that will screened in the next round.

Ms. Pittard further stated that the timeframe for the portal will depend on when the MQ screening takes place, but it could be by the end of next week or by the next Committee meeting on June 8th.

6. Approval of Consent Agenda.

Approval of the April 14th AdHoc Executive Director Search Committee meeting minutes.

Chair Fisher stated that she had reviewed the minutes and they were in order.

Francis Page moved to approve the Consent Agenda. Maggie Toulouse Oliver seconded the motion. The motion passed by a unanimous roll call vote as follows;

Paula Fisher	Yes
David Roybal	Yes
Francis Page	Yes
Maggie Toulouse Oliver	Yes
Tim Eichenberg	Yes

7. Adjournment

With no further business to discuss, Chair Fisher adjourned the meeting at approximately 11.29 AM.

Approved by:

Paula Fisher, Chair
PERA Ad Hoc Executive Director Search Committee

ATTEST:



Greg Trujillo, Acting Executive Director