



Minutes

Administration Committee

Board Room, 1900 Polaris Parkway, Suite 201, Columbus, Ohio 43240

Wednesday, October 18, 2023 – 1:00 p.m.

Present: Sergeant Brice Nihiser, *Chair*; Sergeant Derek Malone, *Vice-Chair*; Retired Sergeant Michael Kasler; Lieutenant Christian Niemeyer; Trooper Cynthia Wilt

Absent: none

Others Present: Carl Roark, *Executive Director*; Michael Press, *General Counsel*; Anthony Bradshaw, *Operations Manager*; Brian Fike, *Finance Director*; Holly Carr, *Executive Assistant*; Renee Young, *Benefits Specialist*; Charmaine Carter, *System Accountant*; Major (ret.) Darryl Anderson, and Major Matthew Them, *Trustees*

Proceedings:

- At 1:00 p.m., Nihiser called the meeting to order, and the roll was called.
- **Motion: To approve the minutes of the June 14, 2023, meeting as presented, (motion by Malone; second by Wilt; motion carried unanimously.)**
- **Motion: To select Brice Nihiser as Chair of the Administration Committee, (motion by Kasler; second by Wilt; Nihiser abstained – all others yea; motion carried.)**
- **Motion: To select Derek Malone as Vice-Chair of the Administration Committee, (motion by Kasler; second by Wilt; Malone abstained – all others yea; motion carried.)**
- Fike presented the 2024 administrative budget and noted it represents an overall 9.75% decrease from the 2023 budget.
- Fike reviewed areas that were decreased from last year.
- **Motion: To recommend the board approve the 2024 Administrative Budget as presented by staff, (motion by Nihiser; second by Niemeyer; motion carried unanimously.)**
- Roark presented a new Purchase/Refund/Transfer of Service Credit Policy.
- **Motion: To recommend the board approve the Purchase/Refund/Transfer of Service Credit Policy as presented by staff, (motion by Nihiser; second by Malone; motion carried unanimously.)**
- At 1:09 p.m., Nihiser declared the meeting adjourned.
- The next committee meeting is scheduled for 1:00 p.m. on December 20, 2023, at 1900 Polaris Parkway, Suite 201, Columbus, Ohio 43240.

Minutes submitted by Holly Carr, Executive Assistant

Signature on File

December 20, 2023

Approved by Brice Nihiser, *Chair*

Date

To review any referenced documents, please contact Holly Carr, hcarr@ohprs.org.