



## Minutes

### Administration Committee

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

Wednesday, April 15, 2026 – 1:00 p.m.

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

**Absent:** none

**Others Present:** Carl Roark, *Executive Director*; Michael Press, *General Counsel*; Anthony Bradshaw, *Chief Operations Officer*; Holly Carr, *Executive Assistant*; Renee Young, *Benefits Specialist*; Charmaine Carter, *System Accountant*; Jackie Huntzinger, *Project Manager*; Retired Major Darryl Anderson and Major Matthew Them, *Trustees*; Maggie O'Shea, *Assistant Attorney General*

### Proceedings:

- At 1:00 p.m., Nihiser called the meeting to order, and the roll was called.
- **Motion: To approve the minutes of the February 18, 2026 meeting as presented, (motion by Niemeyer; second by Malone; motion carried unanimously.)**
- Roark reported updates to HPRS policies and procedures will be presented for approval at the next committee meeting.
- Roark presented proposed updates to the HPRS Board Governance Manual and advised they were only minor.
- **Motion: To recommend the board approve the HPRS Board Governance Manual as presented by staff, (motion by Nihiser, second by Kalsler; motion carried unanimously).**
- At 1:07 p.m., Nihiser declared the meeting adjourned.
- The next committee meeting is scheduled for June 24, 2026, at 1900 Polaris Parkway, Suite 201, Columbus, Ohio 43240.

*Minutes submitted by Holly Carr, Executive Assistant*

### Signature on File

Approved by Brice Nihiser, *Chair*

June 24, 2026

Date

To review any referenced documents, please contact Holly Carr, [hcarr@ohprs.org](mailto:hcarr@ohprs.org).