



## Minutes

### Administration Committee

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

Wednesday, February 19, 2025 – 1:00 p.m.

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

**Absent:** Sergeant Derek Malone

**Others Present:** Carl Roark, *Executive Director*; Anthony Bradshaw, *Operations Manager*; Holly Carr, *Executive Assistant*; Renee Young, *Benefits Specialist*; Charmaine Carter, *System Accountant*; Major Matthew Them, *Trustee*; Maggie O'Shea, *Assistant Attorney General*; Retired Trooper Dennis Gorski

### Proceedings:

- At 1:00 p.m., Nihiser called the meeting to order, and the roll was called.
- **Motion: To approve the minutes of the December 18, 2024 meeting as presented, (motion by Kasler; second by Niemeyer; motion carried unanimously.)**
- Roark presented the Administration Committee Charter and 2025 Work Plan and advised there were only minor changes.
- **Motion: To approve the Administration Committee Charter and 2025 Work Plan as presented by staff, (motion by Nihiser; second by Kasler; motion carried unanimously.)**
- Bradshaw presented the final 2024 budget comparison and noted HPRS operated 4.54% under budget for the year.
- Roark presented Ohio Administrative Code 5505-5-06 which was up for five-year review, and advised there were no changes.
- **Motion: To recommend the board approve the no change amendments to Ohio Administrative Code 5505-5-06 as presented by staff, (motion by Nihiser; second by Wilt; motion carried unanimously).**
- Roark presented proposed minor changes to Ohio Administrative Code 5505-9-08.
- **Motion: To recommend the board approve the proposed amendments to Ohio Administrative Code 5505-9-08 as presented by staff, (motion by Nihiser; second by Niemeyer; motion carried unanimously).**
- Roark reported on the Fiduciary Performance Audit.
- At 1:12 p.m., Nihiser declared the meeting adjourned.
- The next committee meeting is scheduled for 1:00 p.m. on April 16, 2025, at 1900 Polaris Parkway, Suite 201, Columbus, Ohio 43240.

*Minutes submitted by Holly Carr, Executive Assistant*

**Signature on File**

**April 16, 2025**

Approved by Brice Nihiser, *Chair*

Date

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