



## Minutes

### Administration Committee

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

Wednesday, June 16, 2021 – 1:00 p.m.

**Present:** Captain Matthew Them, *Chair*; Trooper Brice Nihiser, *Vice-Chair*; Retired Sergeant Michael Kasler; Trooper Cynthia Wilt

**Absent:** None

**Others Present:** Carl Roark, *Executive Director*; Michael Press, *General Counsel*; Brian Fike, *Finance Director*; Holly Carr, *Executive Assistant*; Doris Blosser and Renee Young, *Benefits Specialist*; Charmaine Carter, *System Accountant*; Darryl Anderson, *Trustee*; Lt. John Thorne

### Proceedings:

- At 1:00 p.m., Them called the meeting to order, and the roll was called.
- **Motion: To approve the minutes of the April 21, 2021, meeting as presented, (motion by Kasler; second by Wilt; motion carried unanimously.)**
- Press presented amendments to Ohio Administrative Code 5505-3-07 as directed by the committee.
- Discussion ensued.
- **Motion: To recommend the board approve the proposed amendments to Ohio Administrative Code 5505-3-07, (motion by Them; second by Nihiser; motion carried unanimously.)**
- Press presented the HPRS Code of Conduct & Ethics policy which is required to be evaluated biennially. No changes were recommended.
- **Motion: To recommend the board approve the HPRS Code of Conduct & Ethics Policy as presented with no changes, (motion by Them; second by Kasler; motion carried unanimously.)**
- At 1:13 p.m., Them declared the meeting adjourned.
- The next committee meeting is scheduled for 1:00 p.m. on October 20, 2021, at 1900 Polaris Parkway, Suite 201, Columbus, Ohio 43240.

*Minutes submitted by Holly Carr, Executive Assistant*

**Signature on File**

**October 20, 2021**

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Approved by Brice Nihiser

Date

To review any referenced documents, please contact Holly Carr, 614.430.3555 (direct), [hcarr@ohprs.org](mailto:hcarr@ohprs.org).