

Discussion Topics: Board members identified a number of topics of common interest.

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| Administrative Committee Roles and Responsibilities | <ul style="list-style-type: none"> ➤ Currently there is no time to digest info from the admin committee meetings. ➤ There is a need for clearly defined roles/responsibilities of admin committee. ➤ Others sometimes feel left out of conversations happening behind the scenes. |
| Goals for Communication with Plan Members | <ul style="list-style-type: none"> ➤ What needs to be communicated? ➤ Q&A, more specific info on benefits and resources. ➤ What information and tools would make Website effective? ➤ Survey members or member usability study? ➤ What priorities do members and their beneficiaries have? |
| Relationships with Stakeholder Groups & the Legislature | <ul style="list-style-type: none"> ➤ How do others see the Board (in association with other groups, like WSCFF)? ➤ Expectations when it comes to serving stakeholders and legislature. ➤ Invite legislative staff to attend meetings and/or participate in discussions to give them better idea of intentions. ➤ Are employer representatives are seen differently? How to build relationships to improve discussions. ➤ Staff participation at Stakeholder events. ➤ Board to send correct messages to the Legislature. ➤ Level of cooperation with Legislature, collaboration with SCPP, open communication with employee groups and other stakeholders. ➤ Concern regarding discussions how conflict makes the Board look. (i.e.: would have liked to discuss Merger before the special session) |
| Trustee Education Methods | <ul style="list-style-type: none"> ➤ Required trustee training; CAPPP or NCPERS trustee education required within 2-3 years of joining the Board. ➤ Development of trustee education policy and standards. ➤ Are trustees reluctant to ask questions? ➤ Staff reports/format. Important to have consistency in the reports process. ➤ All trustees must be given the same information. If one trustee receives something, then everyone should get it. ➤ Clear understanding of trustee role. Would like to have a team plan, including expectations clarified by Trustees. ➤ Trustees must have knowledge of Public Meetings Act. ➤ New trustees should be provided with adequate information regarding policy issues and history upon joining the Board. ➤ Trustee training opportunities are available – are they being used? ➤ Training on specific issues. (i.e.: workshops). |
| Monthly Meeting Format | <ul style="list-style-type: none"> ➤ Length of meetings – too long? ➤ Why don't we typically meet during session? ➤ Meeting technology (i.e.: video conferencing capabilities). ➤ Need to be more efficient with Board member time. ➤ Getting push back from employer about time spent on Board. |
| Executive Director Roles & Responsibilities | <ul style="list-style-type: none"> ➤ Expectations when it comes to serving stakeholders, legislature, and Board members. ➤ Line of communications for getting answers. Who should trustees contact for what when it comes to staff? ➤ Attendance at stakeholder function. ➤ Delivery of information to trustees. ➤ Working with the legislature vs. the Board. ➤ Working on Board issues in a manner benefitting stakeholder groups. ➤ Assist with Board discussions in order to reach consensus. |

Please take a moment to answer the question below.

This information will be collected at the first break for use during the Work Session with Tom Nugent.

**What do you perceive are the top 2 or 3 roles and responsibilities
of the Administrative Committee?**

1) _____

2) _____

3) _____

Thank you!

Please take a moment to answer the question below.

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**What do you perceive are the top 2 or 3 roles and responsibilities
of the Administrative Committee?**

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Thank you!

Please take a moment to answer the question below.

This information will be collected at the first break for use during the Work Session with Tom Nugent.

**What are the top 2 or 3 messages you expect
to be communicated to plan members?**

1) _____

2) _____

3) _____

Thank you!

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Thank you!