

**Louisiana School Employees' Retirement System  
Personnel Committee Meeting**

**Monday, April 11, 2005  
Held Immediately after Investment Committee Meeting**

The Personnel Committee appointed by the Chairman of the Board of the Louisiana School Employees' Retirement System convened in the Board Room (Room 100) of the Louisiana School Employees' Retirement System's Building located at 8660 United Plaza Blvd., Baton Rouge, LA. Mr. Earl Richard, Acting Chairman of the Committee, opened the meeting at 12:40 p.m.

\* \* \* \* \*

**Committee Members Present:** Mr. Earl Richard, Jr. – Acting Chairman,  
Ms. Sylvia Myers – Chairman, Ms. Betty Crain

**Other Board Members Present:** Ms. Betty Jacobs, Mr. Jeffrey Faulk, Ms. Judith  
McKee

**Staff Present:** Mr. Patrick Cospers - Director, Ms. Debra Dudley -  
Assistant Director, Mr. Warren Ponder - General  
Counsel, Ms. Judy Wright – Public Informations  
Director I, Ms. Jennifer Champagne, Administrative  
Assistant

**Also Present:** Ms. Ruby Jolissaint, Mr. Ronald Babineaux,  
Ms. Kathy Gerald

\* \* \* \* \*

At the request of Ms. Myers, Chairman of the Personnel Committee, Mr. Richard presided over the committee as Acting Chairman. Mr. Richard began the meeting by asking staff whether an unsigned evaluation could be counted. Before obtaining an answer Ms. McKee, who was present at the meeting, indicated that she may have completed the evaluation and asked whether she could sign the evaluation at this meeting. It was determined that the evaluation had been completed by Ms. McKee and the meeting continued after the evaluation had been signed.

**ON MOTION OF MR. RICHARD, SECONDED BY MS. CRAIN AND CARRIED,** the committee approved that the rate of pay, along with projected salary increases, would be provided to the Board members at the same time evaluation forms were submitted for completion.

Mr. Richard noted that he was going to make a motion to request an update on salaries of all employees of the System, but that since a motion had been made earlier in the Investment Committee Meeting he would withdraw his motion.

Mr. Richard asked for clarification of the current policy regarding evaluations of unclassified employees and granting merit increases. Mr. Cosper went over the policy adopted by the Board in 1999, which states that if evaluations of unclassified employees were above average they would automatically be granted a 4% merit increase.

Mr. Richard indicated that merit increases should not be automatically built in, that they should only be granted if the money was available, if COLA's could be granted, and if the Board approved the increases. He also noted that the current policy would need to be changed.

A discussion was held on this matter. It was noted that one of the reasons the policy was put into place was that there was no mechanism for this matter to be brought up before the Board for consideration each year. It was also noted that the classified employees of the System automatically receive a 4% merit increase for a satisfactory rating, as mandated under Civil Service statutes.

Ms. Myers indicated that the Personnel Committee could only make recommendations to the Full Board for approval of merit increases. She also noted that the current policy was put in place because unclassified employees had not received merit increases for several years, even though COLA's were being granted to retirees.

It was also noted that the unclassified employees voluntarily stepped down last year and did not receive their automatic merit increases.

Mr. Richard informed the committee members that all of the evaluations were above satisfactory.

A discussion was held on the salaries of the unclassified employees compared to those of other systems. Mr. Cosper then went on record that he would forfeit his 4% merit increase if the Board would consider providing merit increases to the Assistant Director and Chief Investment Officer.

**Roll Call Vote #1**

**ON MOTION BY MR. RICHARD, SECONDED BY MS. CRAIN**, the committee voted to present to the Board for adoption of language stating that all raises will be granted by Board approval. Ms. Crain – yes; Mr. Richard – yes; Ms. Myers – no. **YES – 2; NO – 1; ABSTAIN – 0. MOTION PASSED.**

It was noted that the old policy would be replaced with a new policy and that this item would be placed on the May agenda of the Regular Board Meeting.

Further discussion was held on the unclassified employees, at which time Ms. Myers noted that the three unclassified employees were highly qualified and deserving of their merit increases as long as they receive above average evaluations. She again reiterated that professional level unclassified pay raises should not be tied into COLA's, as these same employees had not received raises at the time COLA's were being granted.

Mr. Richard retracted his statement about tying merit increases into granting of COLA's and stated that he believes a Board member should have the right to see how money is spent and a right to say when the money is spent. He also noted that nothing should be built in automatically.

Mr. Ponder addressed the committee and informed them that the Board has the fiduciary right to examine the salaries of the unclassified and contract employees and pay according to what the Board feels is appropriate. In addition, the Personnel Committee cannot grant pay raises or make raises automatic. It can only recommend action to the Full Board.

The Personnel Committee meeting was adjourned at 1:10 p.m.

---

Patrick Cospers – Director

---

Earl Richard, Jr. – Acting Chairman