

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

**Monday, August 8, 2005
Upon Adjournment of the Regular Board Meeting**

The Search Committee 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, Louisiana. Mr. Jeffrey Faulk, Sr. Chairman of the Search Committee, opened the meeting at 2:22 p.m. The Lord's Prayer and Pledge of Allegiance were recited. Roll was called.

Members Present: Mr. Jeffrey Faulk, Sr. – Chairman, Ms. Betty Crain, Ms. Betty Jacobs, Mr. Earl Richard, Jr., Ms. Judith McKee, Mr. Larry Wilmer, Mr. John Kennedy – State Treasurer, Ms. Lori Pierce – State Treasurer's Office, Ms. Stacy Sharpe for Mr. Al Ater – Secretary of State.

Members Absent: Ms. Sylvia Myers, Representative Pete Schneider, Senator D.A. "Butch" Gautreaux,

Staff Present: Mr. Patrick Cosper – Director (Review of Booklet Only)
Ms. Jennifer Champagne – Administrative Assistant and Board Secretary

Mr. Faulk welcomed the Search Committee members, then turned the meeting over to Mr. Cospers for review of items for discussion.

Mr. Cospers noted that staff was in receipt of 33 applications for the Executive Director position and information on all 33 applicants had been copied and forwarded to all committee members. One applicant, however, had withdrawn her application, which brought the total number of applicants to 32.

Mr. Cospers then proceeded to review the booklet containing items relevant to the search that needed to be reviewed and approved by the committee.

On pages 1 – 10 of the booklet was a proposed questionnaire, which included questions based on criteria approved by the committee at the July 20, 2005 Search Committee meeting. The questionnaire was reviewed, additional questions provided by committee members, and approval obtained from the committee to include and incorporate these questions into the existing questionnaire.

On page 19 of the booklet was a tentative schedule for interviews. Discussion was held on the number of interviews to be conducted and how much time would be allowed for each interview. No decision was made at this time.

On pages 11 and 12 of the booklet were copies of proposed letters regarding notification of applicants after selection by the committee. One letter was for applicants who were selected (page 12) and the second letter was for applicants who were not selected (11). The Chairman of the Search Committee would sign these letters.

On pages 13 through 15 were copies of proposed letters and forms regarding the candidate's endorsement for executive session. One letter was a general letter notifying the candidate of Louisiana Revised Statute 42:6:1.A, requiring that the candidate be notified at least 24 hours prior to a meeting and provided an opportunity to decide whether or not the interview takes place in an open meeting (page 13). The second letter was similar, but stated that the committee was recommending that the interview be held in executive session (page 14). Also included was a copy of an endorsement the applicant would have to present to the chairman prior to conducting the interview (page 15). Discussion was held on the letters and the endorsement form.

ON MOTION BY MR. WILMER, SECONDED BY MS. CRAIN AND CARRIED, the Committee approved using the letter on page 14 of the booklet and the endorsement form on page 15 of the booklet.

On pages 16 through 18 were forms that would need to be signed by the candidates. One was an authorization for release of information (page 16). The other two forms were in reference to background checks (pages 17-18). Discussion was held on these forms.

ON MOTION BY MS. MCKEE, SECONDED BY MR. RICHARD AND CARRIED, the Committee approved both a Louisiana State Police and an FBI background check on the applicants.

Discussion was held on how many applicants would be chosen for the preliminary interviews in order to determine the interview schedule. Consensus of the committee was to review the applications, make their selections, determine the number of interviews to be held, and then review the interview schedule.

Mr. Cospers was not in attendance as the Committee started the review and selection of candidates. Ms. Champagne was in attendance to assist the Committee and record the results.

Prior to review and selection Ms. Champagne informed the Committee of a selection form listing all of the candidates that were being considered. She did note that an indication was made on the selection form of the candidate that had withdrawn.

Ms. Champagne then informed the committee that she was in receipt of four applications received in her office after the July 27, 2005 deadline. One application was hand carried and received by someone at LSERS, but Ms. Champagne did not receive the application in her office until August 5, 2005. She also noted that the application was stamped as being received on July 27, 2005. The other three applications were received after the July 27, 2005 deadline.

Discussion was held on whether to consider the four applications received by Ms. Champagne after the July 27, 2005 deadline.

Mr. Richard made a motion that the applicant whose documents were hand delivered and received at LSERS on July 27, 2005 be considered.

Ms. Jacobs made a substitute motion in reference to receipt of this application, but after discussion her motion was withdrawn.

ON MOTION BY MR. RICHARD, SECONDED BY MR. WILMER AND CARRIED, the Committee approved consideration of the applicant whose documents were hand delivered and received at LSERS on July 27, 2005. The other three applications were not considered.

Consensus of the committee was that there would be a show of hands to indicate the committee members' choice for each candidate. There were 8 voting members: Mr. Jeffrey Faulk, Sr., Ms. Betty Crain, Ms. Betty Jacobs, Ms. Judith McKee, Mr. Larry Wilmer, Mr. Earl Richard, Ms. Lori Pierce voting for Mr. John Kennedy, and Ms. Stacy Sharpe. The committee members reviewed each application and a show of hands was obtained on each candidate. A record was kept by Ms. Champagne on each candidate selected. A total of 10 candidates were selected by the Committee for preliminary interviews to be held on Monday, August 22, 2005 and Tuesday, August 23, 2005. Ms. Champagne read the names of all ten candidates for the record.

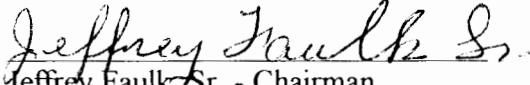
ON MOTION BY MR. RICHARD, SECONDED BY MS. JACOBS AND CARRIED, the Committee accepted the list of ten candidates as read for the record by Ms. Champagne.

ON MOTION BY MR. RICHARD, SECONDED BY MS. MCKEE AND CARRIED, the Committee approved having a two-day session to interview the ten candidates on Monday, August 22, 2005 and Tuesday, August 23, 2005.

Further discussion was held on the interview schedules. Consensus of the committee was that five interviews would be held on Monday, August 22, 2005 and five interviews would be held on Tuesday, August 23, 2005. The Search Committee meeting would convene at 8:30 a.m. each day and the first interview would be held at 9:00 a.m. Each subsequent interview would be held for one hour with a 15-minute break between interviews.

ON MOTION BY MR. WILMER, SECONDED BY MS. MCKEE AND CARRIED, the Search Committee agreed to adjourn at 3:36 p.m.


Patrick Cospers – Director


Jeffrey Faulk Sr. - Chairman