



**City of Cincinnati Retirement System  
Performance Evaluation Committee Meeting  
Minutes  
March 3, 2022/ 12:00 P.M.  
City Hall – Council Chambers and remote**

**Board Members Present**

Kathy Rahtz, Chair  
Tom Gamel, Vice Chair  
Don Stiens, Vice Chair  
Bill Moller

**Administration**

Mike Barnhill  
Renee Kabin

**Call to Order**

The meeting was called to order at 12:02 p.m. by Chair Rahtz and a roll call of attendance was taken. Committee members Rahtz, Gamel, Stiens, and Moller were present. Committee members Winstead and Juech were absent.

**Approval of Minutes**

Approval of the minutes of the 4/8/2021 meeting was moved by Trustee Gamel and seconded by Trustee Moller. The minutes were approved by three trustees voting in favor (Rahtz, Gamel, Moller) with one abstention (Stiens).

**New Business**

**2022 Strategic Plan + Goals and Objectives**

Trustee Rahtz introduced the strategic plan draft included in the committee packet for review. Ms. Rahtz summarized the CRS Mission and CRS Board of Trustee Goals. Director Barnhill continued the summary of the strategic plan, noting that it started as a long to-do list and evolved into a strategic plan through the efforts of Trustees Moller and Rahtz. Director Barnhill expressed hopes that the document would become a living and actionable document. Director Barnhill explained that the Board Goals tie back to the authorities of the system. With respect to the list of CY2022 Board Objectives, these were selected by Trustees Moller and Rahtz from a longer list of to-do items. The remaining to-do items are listed under Department Objectives sections.

Director Barnhill also introduced the OPERS fiduciary audit summary and the NCPERS survey of pension system practices and indicated that these could be a source for future to-do items for the Board and CRS

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staff. Trustee Moller and Rahtz explained the source of the enumerated Board responsibilities. Trustee Gamel requested a larger font size for future versions of the document.

Trustee Rahtz invited discussion of the CRS Mission statement. Trustee Rahtz then requested a motion to approve the CRS Mission statement. Following a motion to approve the CRS Mission statement made by Trustee Moller, and seconded by Trustee Gamel, the committee approved the motion by unanimous roll call vote.

Trustee Rahtz invited discussion of the Board's Goals. Director Barnhill added item H to the list of goals ("Assure and facilitate compliance with the Collaborative Settlement Agreement"). Trustee Rahtz explained how the goals tie back to the CRS mission statement. Trustee Moller made a motion to adopt the Board's Goals. Trustee Stiens requested that the draft be reviewed and edited for syntax and typographical errors. Trustee Moller accepted the request as a friendly amendment to the motion. Following a seconding of the motion by Trustee Stiens, the committee approved the motion by unanimous roll call vote.

Trustee Rahtz observed that the Board's Responsibilities did not need to be approved by the Board. Trustee Moller explained that the sources of these responsibilities are the CSA, CMC and Administrative Code. Trustee Stiens requested that the sources be cited in the document. Trustee Gamel agreed. Director Barnhill stated he would add those citations.

The Committee discussed CY2022 Board Objectives. Director Barnhill provided an update on the status of the objectives with due dates of March 31, 2022. Trustee Gamel asked about the status of a staffing and backup plan. The committee discussed how realistic the timelines are for Board Objectives. Director Barnhill explained that the CRS handbook would likely be a heavy lift and may take more time than identified. Trustee Stiens expressed concerns about the changing nature of benefits, and the difficulties that poses for the creation of a physical member handbook, and the potential confusion that can arise when benefits change. Director Barnhill explained that all defined benefit plans encounter challenges in funding from time to time, and that those challenges sometimes result in plan sponsors changing the benefits. Despite this, there is an important planning feature of member handbooks in that it helps members understand their benefits and plan their retirements. Trustee Stiens and Director Barnhill discussed the pros and cons of a physical handbook v. information on the website. Trustee Moller observed that having a handbook can be important, but it may need to be revised frequently. Trustee Rahtz stressed the importance of providing information to members. Director Barnhill explained that there is a long path ahead on this project and that he intends check in frequently with the Board on the status of the project to ensure that consensus remains as the project develops. Trustee Moller requested that the 2022 Board Objectives be numbered.

Following a motion to approve the 2022 Board Objectives by Trustee Gamel, and seconded by Trustee Moller, the committee approved the motion by unanimous roll call vote.

Trustee Moller expressed a desire to evaluate progress on the objectives. Director Barnhill expressed support for a quarterly review.

Following a motion for the committee to meet quarterly to review progress on Board objectives by Trustee Gamel, and seconded by Trustee Stiens, the committee approved the motion unanimously by roll call vote.

The Committee discussed the sections of the strategic plan related to Department Objectives. Trustee Rahtz identified objectives that are strategic in nature, and appropriate for Board involvement, and those that are more operational in nature. The committee agreed that these sections of the document did not need to be approved by the Board.

#### Evaluation of Executive Director

Trustee Rahtz invited discussion on the form for evaluating the executive director. Trustee Gamel expressed support for continued use of the Board's evaluation form. Trustee Rahtz suggested that the Committee use the Board's Objectives in conjunction with the City's standard performance evaluation form. Trustee Rahtz and Director Barnhill agreed to work on this prior to the next meeting.

Director Barnhill provided an update on CRS communications and website.

#### Adjournment

Following a motion to adjourn by Trustee Stiens and seconded by Trustee Gamel, the Performance Evaluation Committee approved the motion by unanimous roll call vote. The meeting adjourned at 1:09 P.M.

Meeting video link: <https://archive.org/details/crs-performace-evaluation-comm-3-3-22>

Next Meeting: June 9, 2022, at 12:00p.m.



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Secretary