

**ELECTION COMMITTEE MEETING MINUTES
RETIREMENT BOARD OF TRUSTEES
EMPLOYEES' RETIREMENT SYSTEM OF THE
CITY OF BATON ROUGE AND PARISH OF EAST BATON ROUGE
MONDAY, SEPTEMBER 18, 2023 at 2:00 PM
209 ST. FERDINAND STREET
BATON ROUGE, LA 70802**

Call to Order and Roll call

The meeting was called to order at 2:10 p.m. by Chief Britt Hines. Ms. Mirza formally called the roll.

Committee members present: Chief Britt Hines, Brian Bernard, Lt. Mickey Duncan

Committee members absent: None

Staff Present: Aisha Mirza, James Mack

Others present and acknowledged None

1. REVIEW AND APPROVE BOARD MINUTES;

Committee member reviewed the board minutes from March 20, 2023, Lt. Duncan made a motion to approve the minutes with a second by Chief Hines, hearing no opposition the motion carried.

2. ADOPT THE RULES FOR THE POLICE REPRESENTATIVE ELECTION;

Committee members reviewed handout samples of the election packet. Ms. Mirza discussed the calendar and timeframe if there is more than one person nominated, as well as the process using the Secretary of State voting machines. A motion was made by Lt. Duncan with a second by Mr. Bernard to approve the packet as provided to be sent to the entire user group for Baton Rouge Fire, with no opposition the motion carried.

3. TAKING ANY ACTION NECESSARY RELATIVE TO THIS ELECTION;

No additional action was taken. Lt Duncan motioned to adjourn, second by Chief Hines, no objections and the motion carried.

4. ADJOURN.

The meeting adjourned at 2:25 p.m.

**BRIAN BERNARD, CHAIRMAN
ELECTION COMMITTEE TO
RETIREMENT BOARD OF TRUSTEES**

**JAMES A. MACK
RETIREMENT ADMINISTRATOR**