



**Thursday, December 14, 2023
Administrative Committee**

Call to Order - 8:45 A.M.

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**In-Person Attendance: Washington State Investment Board
2100 Evergreen Parkway SW, Olympia, WA 98502**

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The link to join online can be found at www.sib.wa.gov/meetings.html

1. Call to Order/Roll Call (8:45a)

2. Adoption of Minutes (8:45-8:50)

A. Adoption of the September 21, 2023, Minutes

3. Chief Executive Officer (CEO) Evaluation Process (8:50-8:55)

4. Executive Session - Non-Voting Board Member Recruitment (8:55-9:05)

5. Non-Voting Board Member Recruitment continued (9:05-9:10)

6. Other Items (9:10-9:15)

7. Adjourn (9:15a)

**WASHINGTON STATE INVESTMENT BOARD
Administrative Committee Meeting Minutes
December 14, 2023**

The Administrative Committee met in open public session at the office of the Washington State Investment Board (WSIB) at 2100 Evergreen Park Drive SW, Olympia, Washington and via Microsoft Teams video conferencing available to participants and members of the public at <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting?rtc=1>; Meeting ID: 255 866 859 748; Passcode: LwiUDU; Dial-In Telephone Number 1-360-726-3322; Phone Conference ID: 738 426 405#

Members Present: Greg Markley, Chair
Sara Ketelsen
Tracy Guerin
Liz Lewis
Yona Makowski

Other Board Members
Present:

Also Present: Allyson Tucker, Chief Executive Officer
Curt Gavigan, Chief Operating Officer
Stacy Conway, Executive Assistant

Tor Jernudd, Attorney General's Office

CALL TO ORDER

Chair Markley called the meeting to order at 8:46 a.m. and took roll call. All Committee members listed as present were able to fully participate in the meeting while in attendance.

ADOPTION OF MINUTES

Yona Makowski moved to adopt the September 21, 2023, meeting minutes. Sara Ketelsen seconded, and the motion carried unanimously.

CHIEF EXECUTIVE OFFICER (CEO) EVALUATION PROCESS

Presenter: Greg Markley, Administrative Committee Chair

Chair Markley presented the proposed process, suggesting that each Board member complete an evaluation form in January with discussion regarding the CEO performance and compensation to take place at the February Board meeting. As the current salary band was approved in 2020, staff will attempt to obtain updated comparative salary data prior to the February meeting.

Discussion ensued regarding the timing of the CEO evaluation and compensation action.

There was consensus of the Committee to follow the suggested process.

EXECUTIVE SESSION

Chair Markley announced that the Committee would go into executive session to review the performance of a public employee. The executive session was expected to last approximately 10 minutes, at which time the Committee would reconvene in open session.

[The Committee convened in executive session at 8:53 a.m.]

Non-Voting Board Member Appointment

Presenter: Greg Markley, Administrative Committee Chair

[The Committee reconvened in open session at 9:05 a.m.]

Chair Markley moved that the Administrative Committee recommend the Board take the action discussed in executive session relative to the Non-Voting Board Member appointment. Yona Makowski seconded, and the motion carried unanimously.

ADJOURNMENT

There was no further business to come before the Committee, and the meeting adjourned at 9:07 a.m.