

**EMPLOYEES' RETIREMENT SYSTEM OF THE CITY OF MILWAUKEE
ANNUITY AND PENSION BOARD**

Minutes of the Administration and Operations Committee Meeting
held November 28, 2016

The meeting was called to order at 8:34 a.m.

Committee Members Present: Gerald Pace
 Carmelo Patti

Committee Members Not Present: Martin Matson (arrived at 8:42 a.m.)

ERS Staff Present: Bernard J. Allen, Executive Director
 Beth Cleary, Deputy Director
 David Silber, Chief Investment Officer
 Kelly Reid, Chief Technology Officer
 Manny Raynal, Senior Systems Administrator
 Mary Turk, Business Operations Analyst
 Jan Wills, Board Stenographer

Others Present: None.

IT Projects Portfolio. As a matter of information, Committee members received the ERS IT Portfolio Report dated November 17, 2016. Ms. Reid updated the Committee on the technology projects and a snapshot of the IT portfolio as of November 17, 2016. Discussion ensued regarding the IT projects. Ms. Reid said an offer was recently made and accepted for the Network Administrator position.

Organizational/Personnel Update. As a matter of information, Committee members received a copy of the Organizational/Personnel Update dated November 28, 2016. Ms. Cleary stated the ERS is working to fill the positions of Pension Accounting Specialist and Disability Specialist Sr. She reiterated the Network Administrator was filled and an internal promotion filled the Pension Accounting Manager position.

(Mr. Matson arrived at 8:42 a.m. during the Organizational/Personnel Update.)

Approval of Level 3 Communications, LLC Contract and Approval of SSR Contract and Statement of Work. Mr. Patti advised that the Administration and Operations Committee may vote to convene in closed session on the following items (III. and IV.), as provided in Section 19.85(1)(e), Wisconsin State Statutes, to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Board may then vote to reconvene in open session following the closed session. It was moved by Mr. Matson, and seconded by Mr. Patti, that the Committee convene in closed session. The motion prevailed by the following roll call vote: AYES: Messrs. Matson, Pace and Patti. NOES: None.

The Committee convened in closed session at 8:44 a.m.

It was moved by Mr. Matson and seconded by Mr. Patti, and unanimously carried, to approve the Level 3 Communications, LLC Contract and SSR Contract and Statement of Work.

There being no further business, Mr. Patti adjourned the meeting from closed session at 8:50 a.m.

Bernard J. Allen
Secretary and Executive Director

(NOTE: All proceedings of the Annuity and Pension Board Meetings and related Committee Meetings are recorded. All recordings and material mentioned herein are on file in the office of the Employees' Retirement System, 789 N. Water Street, Suite 300.)