

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

Minutes of the Administration and Operations Committee Meeting
held December 15, 2016

The meeting was called to order at 9:05 a.m.

Committee Members Present: Martin Matson
 Carmelo Patti

Committee Members Not Present: Gerald Pace (arrived at 9:08 a.m.)

ERS Staff Present: Bernard J. Allen, Executive Director
 David Silber, Chief Investment Officer
 Kelly Reid, Chief Technology Officer
 Melody Johnson, Chief Financial Officer
 Mary Turk, Business Operations Analyst
 Jan Wills, Board Stenographer

Others Present: Andrea Fowler, City Attorney's office.

IT Projects Portfolio. As a matter of information, Committee members received the ERS IT Portfolio Report dated December 15, 2016. Ms. Reid updated the Committee on the technology projects and a snapshot of the IT portfolio as of December 15, 2016. Ms. Reid said her department is waiting for salary approval from DER and the Chair of the Finance & Personnel Committee for the Network Administrator position. Discussion ensued regarding the IT projects.

Organizational/Personnel Update. As a matter of information, Committee members received a copy of the Organizational/Personnel Update dated December 15, 2016. Mr. Allen stated the ERS is working to finalize the position of Network Administrator and fill the positions of Pension Accounting Specialist and Disability Specialist Sr. Mr. Allen noted that he filed with the Department of Employee Relations to appoint Chief Financial Officer Ms. Johnson as Acting Deputy Director for Ms. Cleary while Ms. Cleary is on leave as Acting Executive Director for Deferred Compensation. He stated both positions are pending a full competitive search.

Mr. Patti advised that the Administration and Operations Committee may vote to convene in closed session on the following items (III., IV. And V.), 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.

Ms. Fowler noted the Committee did not need to convene in closed session because the items are service contracts.

Approval of Symphony Contract Amendment for Software Development Professional Services. Ms. Fowler noted the Symphony Contract Amendment is an amendment to an existing contract established in 2013 for one of the contract employees. The amendment is for one additional year.

Approval of SSR Contract and Statement of Work for Database Administration Services. Ms. Fowler noted this SSR contract is a new contract and Ms. Cleary hired one of the Symphony contract employees Mr. Wayne Rogers as an SSR employee. Discussion ensued.

Approval of SSR Contract and Statement of Work for Server Administrator Services. Ms. Fowler noted this continuing SSR contract is for Mr. Sujil John and that he is an employee of Geomatrix, a subcontractor of SSR. Discussion ensued.

It was moved by Mr. Pace and seconded by Mr. Matson, and unanimously carried, to approve the Symphony Contract Amendment for Software Development Professional Services, SSR Contract and Statement of Work for Database Administration Services and SSR Contract and Statement of Work for Server Administrator Services.

There being no further business, Mr. Patti adjourned the meeting from closed session at 9:52 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.)