EMPLOYES' RETIREMENT SYSTEM OF THE CITY OF MILWAUKEE ANNUITY AND PENSION BOARD

Minutes of the Administration and Operations Committee Meeting held February 16, 2017

The meeting was called to order at 9:02 a.m.

Committee Members Present: John Barmore

Gerald Pace

Committee Members Not Present: Martin Matson (excused) represented by Ms. Aycha

Sirvanci, Comptroller's office

ERS Staff Present: Bernard J. Allen, Executive Director

Erich Sauer, Pension Investment Analyst Kelly Reid, Chief Technology Officer Melody Johnson, Chief Financial Officer/

Interim Deputy Director

Mary Turk, Business Operations Analyst

Jan Wills, Board Stenographer

Others Present: Wayne Morgan, Darlene Middleman, Eric Ferguson, Baker Tilly; Miriam Horwitz, Andrea Fowler, City Attorney's office; Thomas Bell, Molly King, Budget Office.

Baker Tilly Financial Audit. Mr. Barmore advised that the Administration & Operations Committee may vote to convene in closed session on the following item (I.), as provided in Section 19.85(1)(c), for considering employment, promotion, compensation or performance evaluation data of any public employe over which the governmental body has jurisdiction or exercises responsibility and in Section 19.85(1)(f), when considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. The Board may then vote to reconvene in open session following the closed session.

It was moved by Mr. Pace and seconded by Ms. Sirvanci to convene in closed session. The Committee convened in closed session at 9:04 a.m. It was moved by Mr. Pace and seconded by Mr. Barmore to reconvene in open session at 9:30 a.m.

IT Projects Portfolio. As a matter of information, Committee members received the ERS IT Portfolio Report dated February 16, 2017. Ms. Reid updated the Committee on the technology projects and a snapshot of the IT portfolio as of February 16, 2017. Ms. Reid said the Network Administrator position has been filled and interviews are completed for a contract position. Ms. Reid noted that IT is in the proof of concept phase for Member Education Video implementation. 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 February 16, 2017. Mr. Allen reiterated that the Network Administrator position has been filled by Mr. Xa Xiong and thanked Ms. Horwitz for expediting the hiring process via the City Council. Mr. Allen stated recruitment is underway to fill the positions of Disability Specialist Sr. and Pension Accounting Specialist. Mr. Allen said Ms. Reid has a reorganization proposal for IT that she is working with DER on. Mr. Allen commented that ERS Reclasses are ongoing. Discussion ensued.

Close out of 2016 Budget. Ms. Johnson presented the close out of the 2016 Budget. Ms. Johnson stated staff reviewed the Intergovernmental Cooperation Agreement provision between the City and the ERS regarding reimbursement to the City from the Trust for actual expenditures. She said the ERS will make a final payment to the City of \$963,242.01 to close out the 2016 Budget. Discussion ensued.

It was moved by Mr. Pace and seconded by Mr. Barmore to approve the close out of the 2016 Budget.

Approval of SSR Contract for Senior Network Administrator. Mr. Barmore advised that the Administration & Operations Committee may vote to convene in closed session on the following item (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.

It was moved by Mr. Pace and seconded by Mr. Barmore to convene in closed session. The Committee convened in closed session at 9:25 a.m.

There being no further business, Mr. Barmore adjourned the meeting from closed session at 10:08 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 Employes' Retirement System, 789 N. Water Street, Suite 300.)