MILWAUKEE ERS
Employes' Retirement System

City of Milwaukee
Employes' Retirement System

Bernard J. Allen
Executive Director

David M. Silber, CFA, CAIA
Chief Investment Officer

Melody Johnson
Deputy Director

December 09, 2022

Mr. Jim Owczarski
City Clerk
Room 205, City Hall

Dear Mr. Owczarski:

Please be advised that an Administration & Operations (A&O) Committee Meeting of the Annuity and Pension Board of the Employes' Retirement System has been scheduled for **Thursday, December 15, 2022 at 11:00 a.m.** *Special Notice: Due to the COVID-19 pandemic, the meeting will be held remotely via video conference. Instructions on how to observe the meeting will be available on ERS's website (www.cmers.com) prior to the meeting.*

Please note and observe the following remote attendance etiquette to ensure a smooth and productive meeting:
• In order to cut down on background noise, participants in the meeting should put their phones on mute when they are not participating.
• At the start of the meeting, the Chairman will announce the names of the members of the Board present on the call, as well as anyone else who will be participating.
• Please request to be recognized by the Chairman if you would like to speak.
• Those participating on the call should identify themselves whenever they speak, and should ensure that the other participants on the call can hear them clearly.

The agenda is as follows:

Please be 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)(i), Wisconsin State Statutes, for considering all matters related to acts by businesses under s. 560.15 which, if discussed in public could adversely affect the business, its employees or former employees. The Committee may then vote to reconvene in open session following the closed session.

    I.   Audit Reports.

Please be advised that the Administration and Operations Committee may vote to convene in closed session on the following item (II.), 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 Committee may then vote to reconvene in open session following the closed session.

    II. Results of RFP for Financial Audit.

    III. IT Projects Portfolio.

    IV. Organizational/Personnel Update.

Sincerely,

Bernard J. Allen

Bernard J. Allen
Executive Director

BJA:jmw

IT Projects and Ticket Statistics

- Major Projects/Initiatives:
    - Network Infrastructure Firmware/OS Upgrade (In Progress)
    - VMware Workspace ONE Implementation (In Progress)
    - Titan Content Manager Upgrade (In Progress)
    - 789 and RO PC Firmware Upgrade (In Progress)
    - Splunk Upgrade (In Progress)
    - Microsoft Exchange Upgrade (In Progress)
    - IT General Controls Audit (In Progress)
    - Business Continuity Plan Audit (In Progress)
    - IT Vulnerability Audit (In Progress)
    - Tracker/Serena Business Manager/Solutions Business Manager Upgrade (Completed)
    - VMware Upgrade (Completed)
    - Server Firmware Upgrade (Completed)
    - System Galaxy Security System Upgrade (Completed)
    - Upgrade Struts and Modernize MERITS Website (In Progress)
    - FileNet P8-WebSphere Application Server Upgrade (Completed)
    - MERITS-WebSphere Application Server Upgrade (Completed)
    - IBM-DataCap Upgrade (Completed)
- Application Statistics

Category	High Priority	Low Priority	Total
Current Inventory	7	0	7
PIR's	2	0	2
CCR's	5	0	5
Pending/Hold	0	0	0
Deployed(Awaiting Next stage) /Ready for Production	0	0	0
Net Current Inventory	7	0	7

Portfolio as of December 7, 2022

Project Health	% Work Complete	Priority	Complexity (S / M / L)	Project Name	Project Mgr	Description	Strategic Goal	Status	Additional Vendor Required: Y/N	Actual Start Date	Target Completion Date	Estimates (Hours)	Actuals (Hours)	Hours Variance = Estimates - Actuals
G	6%	1	M	Upgrade Network Infrastructure Firmware/OS @	Zampino	Upgrade Network Infrastructure Firmware/OS to Latest Stable Version	G1	IP	N	9/27/22	5/31/23	100	6	94
G	60%	2	M	Implement VMware Workspace ONE for MDM @	Zampino	Implement Mobile Device Management System	G1	IP	N	7/27/22	1/31/2023	200	25	175
G	14%	3	M	Upgrade 789 and RO PC Firmware @	Powell	Upgrade PC Firmware for 789 and RO to Latest Stable Version	G1	IP	N	10/18/22	12/31/22	100	14	86
G	90%	4	M	Upgrade Splunk @	Zampino	Upgrade Splunk Software	G1	IP	N	11/15/22	1/31/23	15	7	8
G	1%	5	M	Upgrade Microsoft Exchange @	Zampino	Upgrade Microsoft Exchange	G1	IP	N	11/28/22	4/30/23	150	1	149
G	50%	6	M	TitanCMS Upgrade for CMERS.com @	Zaffiro	Upgrade Website Management System	G1	IP	Y	8/1/22	1/31/23	100	13	88
G	55%	7	M	IT General Controls Audit @	Siddiqui	IT General Controls Audit	G1	IP	Y	11/7/22	3/31/23	40	9	32
G	55%	8	M	BCP Audit @	Siddiqui	Business Continuity Plan Audit	G1	IP	Y	11/7/22	3/31/23	40	5	35
G	80%	9	M	IT Vulnerability Audit @	Zampino	IT Vulnerability Audit	G1	IP	Y	11/7/22	3/31/23	60	29	31
G	31%	10	L	Upgrade Struts and Modernize MERITS Website	Manchu	Upgrade Struts Framework and Modernize MERITS Web Application	G1	IP	N	6/10/21	3/29/24	18,850	7,709	11,142

Green = On Target / No Significant Issues / All Updates Approved

Yellow = On Watch List – Issues Being Addressed

Red = Project cannot move forward as planned without management attention or approval.

@ = Activity (no charter)

NS	= Not Started	OH	= On Hold
IP	= In Process	C	= Completed

Completed Projects & Tasks in Last 12 Months	Finished	Hours
Upgrade Desktop PC's @ (Powell)	12/11/2021	101 hours
Implement Security Incident and Event Mgmt Capabilities @ (Zampino)	1/28/2022	99 hours
Upgrade Printer Firmware @ (Powell)	2/15/2022	13 hours
Upgrade Perforce @ (John)	2/11/2022	18 hours
DR Test - 2021 @ (Siddiqui)	3/3/2022	12 hours
POC - FileNet P8 to IBM BAW Upgrade @ (Manchu)	4/18/2022	227 hours
Vulnerability Assessment @ (Raynal)	3/30/2022	139.8 hours
Upgrade 789 and RO PC Firmware (Powell)	3/24/2022	24.5 hours
MERITS - WebSphere Application Server Patching @ (Manchu)	4/4/2022	40 hours
Upgrade SAN Firmware and DSM @ (Raynal)	4/26/2022	25 hours
Upgrade Network Infrastructure Firmware/OS @ (Powell)	5/12/2022	80 hours
Upgrade SentryOne @ (John)	5/18/2022	23 hours
Upgrade SQL LiteSpeed @ (John)	6/16/2022	29 hours
Upgrade Altiris/Symantec IT Management Suite @ (John)	6/29/2022	63 hours

Completed Projects & Tasks in Last 12 Months	Finished	Hours
IP Address Review and Cleanup 2021 @ (Zampino)	7/7/2022	6.5 hours
DNS Review and Cleanup 2021 @ (Zampino)	7/29/2022	7.8 hours
AD Review and Cleanup 2021 @ (Zampino)	7/27/2022	23.8 hours
Firewall Review and Cleanup 2021 @ (Zampino)	7/7/2022	3.8 hours
Upgrade Backup Exec and Agents @ (John)	8/11/2022	177 hours
Upgrade Server Firmware @ (Zampino)	9/13/2022	5.5 hours
Upgrade VMware Environments @ (Zampino)	9/26/2022	30.25 hours
Upgrade Tracker/Serena Business Manager @ (John)	9/26/2022	25.5 hours
DR Test - 2022 @ (Siddiqui)	9/30/2022	40 hours
MERITS - WebSphere Application Server Patching @ (Manchu)	9/29/2022	43 hours
FileNet - WebSphere Application Server & FileNet P8 Patching @ (Manchu)	11/22/2022	95 hours
Upgrade Printer Firmware @ (Powell)	12/2/2022	14 hours
Upgrade WUG to Latest Stable Release @ (John)	11/7/2022	9.25 hours
Upgrade System Galaxy Security System @ (Zampino)	11/23/2022	8.5 hours
MERITS – IBM DataCap Patching @ (Manchu)	11/22/2022	130 hours

Organizational/Personnel Update

Administration and Operations Committee
Thursday, December 15, 2022

ERS is not currently working with DER to fill positions.