

**MINUTES OF THE  
WV CONSOLIDATED PUBLIC RETIREMENT BOARD  
COMPUTER SYSTEM UPDATE COMMITTEE  
MEETING OF MAY 27, 2016**

A meeting of the West Virginia Consolidated Public Retirement Board (CPRB) Computer System Update Committee was held in the Large Conference Room, located at 4101 MacCorkle Avenue, SE, Charleston, West Virginia, and was called to order at 10:01 a.m. by Chairman Michael Corsaro.

Roll call was taken.

Members present were:

Captain Michael Corsaro, Chairman  
Brittany Vascik, *representing Governor Earl Ray Tomblin*  
Diana Stout, *representing Treasurer John Perdue*  
Acting Cabinet Secretary Mary Jane Pickens, ex officio

Members absent were:

Jeff Waybright, *representing Auditor Glen B. Gainer*

A quorum was present.

Due notice had been published.

Also, present were:

Jeffrey E. Fleck, CPRB Executive Director  
Terasa Miller, CPRB Deputy Director  
Candi Kinslow, CPRB Executive Assistant  
Norm Buckwalter, LRWL Computer Project Manager  
Heather Drake, CPRB Office Assistant  
John Bean, CPRB Chief IT Manager  
Chrissy Courtney, CPRB Outreach Coordinator  
Deana Gose, CPRB Uniform Services Manager  
Lenna Chambers, Esquire, Bowles Rice  
Marc A. Monteleone, Esquire, Bowles Rice

**Item #1: Approval of the 7/10/2015 Meeting Minutes**

Ms. Stout made a motion to approve the July 10, 2015 meeting minutes of the CPRB Computer System Update Committee. The motion was seconded by Ms. Vascik. The motion carried unanimously.

**Item # 2: Discussion of COMPASS Project**

Chairman Corsaro announced to the Committee he would entertain a motion to go into Executive Session for purposes of discussing contractual matters.

Ms. Vascik made a motion to go into Executive Session for purposes of discussing contractual matters as allowed by West Virginia Code §6-9A-4. The motion was seconded by Ms. Stout. The motion carried unanimously.

Executive Director Fleck announced he would like for the COMPASS team to remain during Executive Session. The Computer System Update Committee went into Executive Session at 10:02 a.m.

Chairman Corsaro reconvened the Computer System Update Committee from Executive Session at 11:26 a.m. Chairman Corsaro announced the Committee was in Executive Session for purposes of discussing contractual matters. He announced there were no decisions made during Executive Session and we will now return to Item #2 on the agenda; Discussion of COMPASS Project.

**Item # 2: Discussion of COMPASS Project**

Chairman Corsaro announced the Computer System Update Committee has been presented with a proposed Change Order related to the Compass Project. We have asked staff to contact Deloitte and ask for a proper form so that we can have detailed back-up so we can properly consider the Change Order and to provide us with such sufficient documentation that will allow us to send it to the Purchasing Division and have Purchasing consider that Change Order.

**Item #3: Other Business**

Chairman Corsaro asked if there was any other business to bring before the Committee. None was heard.

Ms. Vascik made a motion to adjourn the Computer System Update Committee Meeting. Ms. Stout seconded the motion. The motion carried unanimously.

Chairman Corsaro adjourned the May 27, 2016 meeting of the Computer System Update Committee at 11:28 a.m.

Respectfully submitted,



Captain Michael Corsaro, Chairman



Jeffrey E. Fleck, Executive Director