

**MINUTES OF THE  
WV CONSOLIDATED PUBLIC RETIREMENT BOARD  
COMPUTER SYSTEMS UPDATE COMMITTEE  
MEETING OF APRIL 14, 2015**

A meeting of the West Virginia Consolidated Public Retirement Board (CPRB) Computer Systems Update Committee was held in the Large Conference Room, located at 4101 MacCorkle Avenue, SE, Charleston, West Virginia, and was called to order at 3:22 p.m. by Chairman Michael Corsaro.

Silent roll call was taken.

Members present were:

Captain Michael Corsaro, Chairman

Joseph Garcia, *representing Governor Earl Ray Tomblin*

Diana Stout, *representing Treasurer John Perdue*

David Fletcher, *representing Auditor Glen B. Gainer*

Members absent were:

Acting Cabinet Secretary Jason Pizatella, *ex officio*

A quorum was present.

Due notice had been published.

Also, present were:

Jeffrey E. Fleck, CPRB Executive Director

Terasa Miller, CPRB Deputy Director

Heather Drake, CPRB Administrative Assistant

Tom Zacharias, Deloitte Consultant

Norm Buckwalter, LRWL Computer Project Manager

**Item #1: Approval of the 4/14/2014 Meeting Minutes**

Mr. Garcia made a motion to approve the April 9, 2014 meeting minutes of the CPRB Computer System Update Committee. The motion was seconded by Mr. Fletcher. The motion carried unanimously.

**Item # 2: Test Data Clarification**

Executive Director Fleck reviewed an update of the timeline for the COMPASS Project. He announced to the Committee that we are currently in Phase 4a, the Benefit Payments for retirees. Director Fleck announced to the Committee that Vender Acceptance Testing was to begin on April 1, 2015; however, a topic had come up and he wanted to get input from the Committee in order to proceed with the Vender Acceptance Testing.

Director Fleck reviewed what is being requested: He announced that Deloitte has requested to make a copy of the production data, sanitize the data to eliminate or mask Personal

Identifiable Information (PII), and then remove the data offsite to a development facility on their secure intranet in Hermitage, Tennessee. He also announced that developers and other Deloitte personnel working on the CPRB project, some onshore and some offshore, will access the sanitized data for development and testing purposes. Director Fleck reviewed with the Committee the Agreement between CPRB and Deloitte.

Tom Zacharias, Deloitte Consultant, reviewed with the Committee the description of Sanitized Data. He stated Data Scrambling and Data Masking are used to conceal, or "sanitize" data in order to prevent users from seeing Personal Identifiable Information (PII) and engaging in identity theft. Mr. Zacharias then reviewed the benefits, risks and alternatives of moving Sanitized Data offsite for testing.

Director Fleck reviewed with the Committee the RFP Contract Reference Section 2.7.1 Data Security. He announced the RFP required responses to include "A written commitment that none of the PII should be sent off-site, even when sent in encrypted files or email correspondence." Director Fleck then reviewed with the Committee that the RFP stated "Under no circumstances is the vendor permitted to remove ANY WVCPRB data from the WVCPRB site."

Ms. Stout made a motion to present to the full Board a draft amendment allowing Executive Director Fleck authorization to enter into a contract amendment change to facilitate more efficient data cleansing. There was discussion on the motion. Ms. Stout withdrew her motion.

Mr. Garcia made a motion the Committee direct CPRB staff to prepare a proposed amendment to the full Board to be presented at tomorrow's meeting that would facilitate more efficient data testing, pursuant to the Computer Update Committee's discussions at today's meeting. Mr. Fletcher seconded the motion. The motion carried unanimously.

### **Item #3: NVA Contract Award**

Mr. Fletcher made a motion to go into Executive Session to discuss commercial competition as it pertains to the Network Vulnerability Assessment (NVA) contract as allowed by West Virginia Code §6-9A-4. Executive Director Fleck asked that Norm Buckwalter, Computer Project Manager stay for Executive Session. The motion was seconded by Mr. Garcia. The motion carried unanimously. The Computer System Update Committee went into Executive Session at 4:17 p.m.

Chairman Corsaro reconvened the Computer System Update Committee from Executive Session at 4:45 p.m. Chairman Corsaro announced the Committee was in Executive Session to discuss commercial competition as it pertains to the NVA contract. He announced there were no decisions made during Executive Session and we will now return to Item #3 on the agenda; NVA Contract Award.

Chairman Corsaro announced to the Committee 3 bids were received from vendors for the NVA Award. Chairman Corsaro asked the Committee if there was a motion.

Ms. Stout made a motion the Committee recommend to the Board to award the NVA Request for Quotation to Elert & Associates as the apparent low bidder subject to affirmation

that the specifications have been met and that there are satisfactory reference checks. Mr. Garcia seconded the motion. The motion carried unanimously.

**Item #4: Old Business**

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

**Item #5: New Business**

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

Mr. Fletcher made a motion to adjourn the April 14, 2015 meeting of the Computer System Update Committee. Mr. Garcia seconded the motion. The motion carried unanimously.

Chairman Corsaro adjourned the April 14, 2015 meeting of the Computer System Update Committee at 4:47 p.m.

Respectfully submitted,

  
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Captain Michael Corsaro, Chairman

  
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Jeffrey E. Fleck, Executive Director