

**MINUTES OF THE  
WV CONSOLIDATED PUBLIC RETIREMENT BOARD  
COMPUTER SYSTEMS UPDATE COMMITTEE  
MEETING OF JULY 31, 2013**

A meeting of the West Virginia Consolidated Public Retirement Board (CPRB) Computer Systems Update Committee was held in the Large Conference Room, located at the offices of the Consolidated Public Retirement Board, 4101 MacCorkle Avenue, SE, Charleston, West Virginia, and was called to order at 10:34 a.m. by Chairman 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*  
Cabinet Secretary Ross Taylor, ex officio

No members were absent.

A quorum was present.

Due notice had been published.

Also, present were:

Jeffrey E. Fleck, CPRB Executive Director  
Terasa Miller, CPRB Deputy Director  
Cindy Boyd, CPRB Project Manager  
Candi Moore, CPRB Executive Assistant  
Jeaneen Legato, CPRB Board Counsel  
Cindy Adkins, CPRB Office Manager/Procurement Officer  
John Bean, CPRB Chief IT Manager  
Deana Gose, CPRB Uniform Services Manager  
Chrissy Courtney, CPRB Outreach Coordinator  
Norm Buckwalter, LRWL Representative  
Bill McClanahan, Representing WV Office of Technology  
David Tinchler, Executive Director, Purchasing Division  
James Meadows, Counsel, Purchasing Division

**Item #1: Approval of the 7/8/2013 Meeting Minutes**

Ms. Stout made a motion to approve the July 8, 2013 meeting minutes of the CPRB Computer Systems Update Committee. The motion was seconded by Mr. Fletcher. The motion carried unanimously.

**Item # 2: Review Cost Scoring of Best and Final Offer (BAFO) Bids**

Ms. Stout made a motion to go into Executive Session for competitive and contractual matters and that staff members of the Evaluation Committee be allowed to remain, as allowed by West Virginia Code §6-9A-4. The motion was seconded by Mr. Fletcher. The motion carried unanimously. The Computer Systems Update Committee went into Executive Session at 10:36 a.m.

Chairman Corsaro reconvened the Computer Systems Update Committee from Executive Session at 11:33 a.m. He announced that there were no decisions made during Executive Session.

Ms. Stout made a motion to recommend to the full Board to award the Purchase Order to the highest scoring responsive and responsible bidder based upon the highest scoring received. Mr. Garcia seconded the motion. The motion carried unanimously.

**Item #3: Old Business**

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

**Item #4: New Business**

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

Mr. Garcia made a motion to adjourn the Computer Systems Update Committee. The motion was seconded by Mr. Fletcher. The motion carried unanimously.

Chairman Corsaro adjourned the July 31, 2013 meeting of the Computer Systems Update Committee at 11:36 a.m.

Respectfully submitted,

  
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Captain Michael Corsaro, Chairman

  
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Cindy Boyd, Project Manager