



**SERS Retirement Board  
Regular Technology Committee  
Meeting Agenda  
September 16, 2021  
2:00 P.M. or Immediately Following the  
SERS Regular Board Meeting**

Click to join the Zoom meeting:

<https://ohsers.zoom.us/j/98709911153?pwd=eGhtM3o3dURxZExVQ2w2cG9obmlWZz09>

**Meeting ID:** 987 0991 1153      **Password:** 421240

To join by phone, dial: (929) 205-6099 and enter the meeting ID: **987 0991 1153** and password: **421240** when prompted.

1. Roll Call
2. Approve **July 27, 2021**, Technology Committee Minutes (R)
3. Disaster Recovery/Cloud Migration Update – *Joe Bell*
  - RFP (Timelines, Questions, Status)
4. Cyber Incident Response Tabletop Exercise – *Joe Bell*
5. IT & Security Communication – *Jay Patel & Joe Bell*
6. Executive Session pursuant to R.C. 121.22(G)(6) to discuss security matters (R)
  - Cyber Insurance – *Joe Bell & Tracy Valentino*
7. Upcoming Technology Committee Meetings
  - Topics – *Committee Members*
  - Next Meeting Date(s) – *Matt King*
8. Adjournment (R)

**SERS Technology  
Committee Meeting  
September 16, 2021**

\_\_\_\_\_ A.M.

**Roll Call:**

- Matthew King \_\_\_\_\_
- James Rossler \_\_\_\_\_
- Frank Weglarz \_\_\_\_\_
- Daniel Wilson \_\_\_\_\_

**APPROVAL OF MINUTES OF THE TECHNOLOGY COMMITTEE MEETING HELD ON  
JULY 27, 2021**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to approve the minutes of the Technology Committee meeting held on Tuesday, July 27, 2021.

Upon roll call, the vote was as follows:

<b><u>ROLL CALL:</u></b>	<b><u>YEA</u></b>	<b><u>NAY</u></b>	<b><u>ABSTAIN</u></b>
Matthew King	_____	_____	_____
James Rossler	_____	_____	_____
Frank Weglarz	_____	_____	_____
Daniel Wilson	_____	_____	_____

<b>School Employees Retirement System</b>		<b>TECHNOLOGY COMMITTEE MINUTES</b>	
<b>Preparer</b>	Vatina Gray	<b>Meeting Date:</b>	July 27, 2021
<b>Committee Chair</b>	<b>Matthew King</b>	Committee roll call was as follows: Matthew King, James Rossler, Frank Weglarz, and Daniel Wilson  <b>Also in Attendance:</b> Mary Therese Bridge from the Ohio Attorney General's Office, SERS Staff: Richard Stensrud, Joe Marotta, Joe Bell, Jay Patel, Karen Roggenkamp, Jeff Davis, and Vatina Gray	
<b>Agenda</b>	<ol style="list-style-type: none"> <li>1. Roll Call</li> <li>2. Approval of <b>June 28, 2021</b> Technology Committee meeting minutes (R)</li> <li>3. Hybrid Work Technology Update – <i>Jay Patel</i></li> <li>4. 5-Year Capital Budget Planning – <i>Jay Patel</i></li> <li>5. Executive Session pursuant to R.C. 121.22(G)(6) to discuss security matters (R)</li> <li>6. Upcoming Technology Committee Meetings                         <ul style="list-style-type: none"> <li>• Topics – <i>Committee Members</i></li> <li>• Next Meeting Dates – <i>Joe Marotta and Matthew King</i></li> </ul> </li> <li>7. Adjournment (R)</li> </ol>		
<b>Discussion</b>	<p>The special SERS Technology Committee meeting began in open session at 1:00 pm.</p> <p><b><u>ROLL CALL</u></b>                  The special SERS Technology committee meeting began with the roll call as follows: Present – Matthew King, James Rossler, Frank Weglarz, and Daniel Wilson. Others present included Mary Therese Bridge from the Ohio Attorney General's Office and several SERS Staff members.</p> <p><b><u>APPROVAL OF JUNE 28, 2021. SPECIAL TECHNOLOGY COMMITTEE MINUTES</u></b>                  James Rossler moved and Frank Weglarz seconded the motion to approve the June 28, 2021 special SERS Technology Committee meeting minutes. Upon roll call, the vote was as follows: Yea: Matthew King, James Rossler, Frank Weglarz, and Daniel Wilson. The motion carried.</p> <p><b><u>HYBRID WORK TECHNOLOGY UPDATE – Jay Patel</u></b>                  Jay Patel, SERS Chief Technology Officer, provided an update on the status of SERS work from home plan and the way technology needs are being met as staff occasionally work remotely. Mr. Patel then provided an update on hybrid work trends in other organizations. After a robust discussion, the committee thanked Mr. Patel for his presentation.</p> <p><b><u>5-YEAR CAPITAL BUDGET PLAN – Jay Patel and Joe Bell</u></b>                  Joe Bell, SERS' Chief Risk Officer, provided a presentation on the 5-year Capital Planning (budget) process. Several items were discussed, and the goal is to finalize the budget plan by December 2021. There will be a Request for Proposal (RFP) sent out in August to begin analysis of cloud vs. physical on-premises and back up site benefits and costs. SERS staff hopes to begin this work with an outside vendor in late September.</p> <p><b><u>EXECUTIVE SESSION</u></b>                  Frank Weglarz moved and James Rossler seconded the motion that the Technology Committee convene in Executive Session pursuant to R.C. 121.22(G)(6) to discuss security matters. Upon roll call the vote was as follows: Yes: Matthew King, James Rossler, Frank Weglarz, and Daniel Wilson. The motion carried.</p> <p>The SERS Technology Committee meeting convened in Executive Session at 1:31 p.m.</p> <p>The SERS Technology Committee meeting returned to open session at 2:02 p.m.</p>		

	<p><b><u>UPCOMING TECHNOLOGY COMMITTEE MEETINGS</u></b>                  The committee members decided to meet on Thursday, September 16, 2021, at 2:00pm or immediately following the board meeting if the meeting runs past 2:00pm. The committee will meet quarterly in September, December, March, and June, coinciding with the other SERS committee meetings.</p> <p><b><u>TOPICS</u></b>                  The committee requested additional information on the Cloud. Staff will also provide additional educational opportunities for the committee and a repository of information for the board &amp; committee members will be created in the Diligent board portal.</p> <p>The committee also requested that staff begin building a timeline for how long it will take to get the disaster recovery plan in place. The committee would like this to be done as quickly as possible.</p> <p><b><u>ADJOURNMENT</u></b>                  The Technology Committee meeting adjourned at 2:16 p.m.</p>		
	<b>Action Items</b>	<b>Assigned Person</b>	<b>Due Date</b>
<b>Action Items</b>	Provide additional information on the Cloud. Create a repository for technology reference materials (in Diligent).	Jay Patel/Joe Bell Vatina Gray	ASAP ASAP
<b>Agenda for Next Meeting</b>			



# Technology Committee

September 16, 2021

- **Opening Comments** – Matt King
- **Minutes from July 27, 2021 Meeting**
- **Disaster Recovery / Cloud Migration Update** – Joe Bell
  - RFP (Timelines, Questions, Status)
- **Cyber Incident Response Tabletop Exercise** – Joe Bell
- **IT & Security Communications** – Jay Patel & Joe Bell
- **Executive Session** pursuant to R.C. 121.22(G)(6) to discuss security matters – Joe Bell & Tracy Valentino
  - Cyber Insurance
- **Upcoming Technology Committee Meetings**
  - Topics – Committee Members
  - Next Meeting Date(s) –Matt King

## RFP - Cloud Migration & Disaster Recovery as a Service

- **SCOPE:** Evaluate migration of archived data from on premise to cloud services.
  
- **OBJECTIVES:** Seeking assistance for migration services including:
  - Tool to enable migration of data (no preferred vendors/platforms)
  - Technical implementation services to execute deliverable plan
  - Upload initial data using secured encryption for data transfer
  - Daily migration of archived data from on-premise to cloud services



## RFP - Cloud Migration & Disaster Recovery as a Service (cont)

- **TIMELINE:**
  - RFP Issued: August 11<sup>th</sup>
  - Questions & Responses: August 27<sup>th</sup> & September 1<sup>st</sup> (157 total)
  - Response/Bid Due: September 10<sup>th</sup> (preliminary intent – 13 bids)
  - Identification of Preferred Vendor: September 27<sup>th</sup>
  
- **NEXT STEPS:** Evaluate and score RFP to identify top bid(s) using following criteria:
  - Understanding of the project
  - Expertise and experience of vendor's team
  - Soundness of the approach and quality of the work plan
  - Vendor qualifications
  - Cost

## Berry Dunn to Facilitate Scenario Simulation

- **GOAL:**

Test SERS' readiness and preparedness in reacting to cyber security incidents, determine an incident's scope and risk, respond appropriately to the incident per the incident response plan and playbooks, verify our communication plan to relay the results and risk to all stakeholders, and reduce the likelihood of the incident from reoccurring by addressing any issues found.

- **PURPOSE:**

Evaluate SERS' Cyber Incident Management process used to restore normal service operation as quickly as possible and minimize the adverse impact on business operations, while ensuring that agreed-upon levels of service quality are maintained.

## Timeline:

<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>▪ Project plan (topics, scope, objectives)</li> <li>▪ Weekly updates</li> <li>▪ Finalize exercise scenario</li> </ul>	<p><b>Review Documentation</b></p> <ul style="list-style-type: none"> <li>▪ Incident response plan/playbook</li> <li>▪ Policies</li> <li>▪ Compare to best practices (NIST 800-53A)</li> </ul>	<p><b>Design Tabletop Exercise</b></p> <ul style="list-style-type: none"> <li>▪ Identify key participants (leadership, IT, communication, staff)</li> <li>▪ Develop materials (briefing, facilitator guide, participant guide, coordinate logistics, define evaluation criteria)</li> </ul> <p><i>Technology Committee Chair and Chief Audit Officer to observe</i></p>	<p><b>Conduct Tabletop Exercise</b></p> <ul style="list-style-type: none"> <li>▪ October 5th (pm) and 6<sup>th</sup></li> <li>▪ Classroom setting (scenario questions)</li> </ul>	<p><b>After Action Report</b></p> <ul style="list-style-type: none"> <li>▪ Confidential (Executive Session)</li> <li>▪ Compare to evaluation criteria (findings – general &amp; specific; recommendations)</li> </ul>	<p><b>Remediate</b></p> <ul style="list-style-type: none"> <li>▪ Weaknesses</li> </ul>
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# Diligent



School Employees Retirement  
System of Ohio

Home

Current Books

Archived Books

**Resource Center**

Director Network

Questionnaires

**Resource Center > Technology Committee Resources**

Name	Last Modified
Cloud Information	Jul 29, 2021
Cyber Insurance	Aug 3, 2021
Disaster Recovery Information	Jul 29, 2021
<b>Cyber Risk</b>	Aug 30, 2021
Cyber Risk and the Board	Aug 3, 2021
• CYBERSECURITY ACRONYMS FOR RETIREMENT ADMINISTRATORS Aug 2021	Aug 30, 2021
ZDNet Article - What is Cloud Computing	Jul 29, 2021
Data Breach Cost Hits Record High of \$4.24M	Aug 3, 2021

**EXECUTIVE SESSION**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion that the Technology Committee convene in Executive Session pursuant to R.C. 121.22(G)(6) to discuss security matters.

Upon roll call, the vote was as follows:

<b><u>ROLL CALL:</u></b>	<b><u>YEA</u></b>	<b><u>NAY</u></b>	<b><u>ABSTAIN</u></b>
Matthew King	_____	_____	_____
James Rossler	_____	_____	_____
Frank Weglarz	_____	_____	_____
Daniel Wilson	_____	_____	_____

**IN EXECUTIVE SESSION AT \_\_\_\_\_ A.M./P.M.**

**RETURN TO OPEN SESSION AT \_\_\_\_\_ A.M. / P.M.**