

**AGENDA AND NOTICE OF MEETING
STATE OF WISCONSIN
WISCONSIN RETIREMENT BOARD**

**Thursday, September 13, 2007
1:00 p.m.**

**Sheraton Madison Hotel
706 John Nolen Drive
Madison, Wisconsin**

Documents for this meeting are available on-line at:

http://etf.wi.gov/boards/board_wr.htm

To request a printed copy of the agenda items, please contact
Ann McCarthy, at (608) 261-0736.

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|------------------|--|
| 1:00 p.m. | 1. Consideration of Minutes of Previous Meeting |
| 1:05 p.m. | 2. Appointment to the State of Wisconsin Investment Board |
| 1:20 p.m. | 3. Disability Statistics Summary Report |
| 1:25 p.m. | 4. Consideration of Administrative Rule <ul style="list-style-type: none">• Clearinghouse Rule 07-066 (Hearsay Evidence) |
| 1:35 p.m. | 5. Summary of Training Opportunities for Board Members |
| 1:40 p.m. | 6. Miscellaneous <ul style="list-style-type: none">• Future Items for Discussion |
| 1:45 p.m. | 7. Adjournment |

Times shown above are estimates only.

The meeting location is handicap accessible. If you need other special accommodations due to a disability, please contact Ann McCarthy, Department of Employee Trust Funds, 801 W. Badger Road, Madison, Wisconsin 53702-0011. Telephone: (608) 261-0736. TTY: (608) 267-0676.
E-Mail: ann.mccarthy@etf.state.wi.us.



STATE OF WISCONSIN
Department of Employee Trust Funds

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CORRESPONDENCE MEMORANDUM

DATE: August 24, 2007
TO: Teachers Retirement Board
Wisconsin Retirement Board
FROM: Diane Poole, Director
Disability Programs Bureau
SUBJECT: April 2007 – June 2007 Quarterly Disability Annuity Statistics

Attached is the Wisconsin Retirement System (WRS) *Disability Benefit Annuity Statistical Report* for April through June 2007. The report provides quarterly data on: Number of Annuities Started, Options Selected, Gender, Determination, Age, and Disability Type.

TRENDS

There is little change in trends for this quarter as compared to the same quarter in the past five years. The number of new disability annuities varies little. The most commonly selected annuity option remains “100% Continued to Named Survivor (Joint Survivor) with 180 Payments Guaranteed.” Females continue to be the predominant user of the §40.63 Disability Retirement Annuity benefit. The majority of applications are approved with a very small number being denied. The predominant age group is 51-55. The prevalent disability types relevant to the Teachers Retirement Board for the same quarter over the last five years are: Mental Illness and Cancer. For disabilities relevant to the Wisconsin Retirement Board the prevalent disability types are: Cancer and Multiple Medical Issues.

DISABILITY PROGRAMS BUREAU WORKLOAD

Staffing

The Disability Programs Bureau is currently staffed by 3.5 Trust Fund Specialists and 2.5 Policy Analysts. The Trust Fund Specialists are responsible for the §§ 40.63 and 40.65 programs. One Policy Analyst started on March 26, 2007. One Trust Fund Specialist started on July 9, 2007. This means 29% of our Trust Funds Specialists and 40% of our Policy Analysts are in training. One of the experienced Trust Funds Specialists is part-time. We have one vacant Trust Fund Specialist position, which we hope to fill soon. It takes approximately 1-1/2 years for a Trust Fund Specialist to be fully trained in the complex disability programs and about 2-1/2 years for a Policy Analyst.

Reviewed and approved by Tom Korpady, Division of Insurance Services.

Signature Date

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Backlog

The statutorily required review of tax returns for the §40.65 program continues to be backlogged. This delays the discovery of §40.65 overpayments. The result is that by the time a participant is notified of an overpayment, it could have grown to a large amount and repayment could be a financial burden to the participant. Extra hours have been authorized for part-time staff and limited term employees to address this backlog. In addition, the Department hopes to allocate another position to the Bureau, assuming additional resources are received in the 2007-2009 biennial budget.

PRIORITIES

The main priority for the Disability Programs Bureau is to approve disability benefits as quickly as possible so individuals are not without income. Approving a disability benefit requires extensive follow-up with the applicant, employer, and health care providers. An application can take up to a year to process because of this dependency on outside sources to provide documentation. The second priority is to maintain existing disability accounts. This requires obtaining updated medical and income information, which again requires extensive follow-up with outside sources.

**STATE OF WISCONSIN
DEPARTMENT OF EMPLOYEE TRUST FUNDS**

**WISCONSIN RETIREMENT SYSTEM (WRS)
DISABILITY BENEFIT ANNUITY STATISTICAL REPORT
April - June 2007**

This report provides a summary of disability information for the Board's review. Department staff have reviewed and made the following recommendations on initial disability applications submitted by participants. Staff review individual participant applications on an ongoing basis to determine if disability benefits can continue. If you have questions or would like additional information regarding disability benefits, please contact Diane Poole at (608) 266-5387 or diane.poole@etf.state.wi.us.

The following key describes the type of disability determinations made by ETF staff:

Approved – Disability applications that meet the service, medical and employer criteria required under §40.63 (1) and (4), Wis. Stats., are approved and processed for benefit payments.

Cancelled – Disability applications that are incomplete within one year after the Department receives the disability application are cancelled. Applications are considered incomplete if the Department has not received the required medical certification and/or employer statement.

Deemed Approved – Disability applications are deemed approved if the applicant meets the service requirement and the Department receives a valid disability application and one *Medical Report* certifying the applicant's disability prior to the applicant's death. The employer is also required to submit an Employer Statement.

Denial – Disability applications are denied if the applicant does not meet all of the statutory requirements (service, medical and employer statement).

Denial Rescinded: Approved – Disability applications that were initially denied because the applicant did not meet the statutory requirements. The denial has since been overturned and the application approved due to receipt of additional information or as determined by the appropriate Board.

Termed – Disability applications that were initially approved and benefit payments made may be terminated if the Department receives information from a physician certifying that the individual no longer meets the medical definition for a disability or the individual does not comply with requests for medical or financial information.

Termed Rescinded: Approved – Disability applications that were initially approved, but the annual medical recertification was completed indicating that the individual was no longer disabled or the individual did not comply with medical or financial requests. The termination may be rescinded upon receipt of a certifying medical report, financial information, or based on an appeal determination.

Withdrawn/Void/Invalid – Disability applications are withdrawn at the request of the applicant. This occurs most often when an applicant returns to active employment and no longer meets the statutory requirements for a disability benefit.

§. 40.63 Waiver – Disability application is submitted and there is a Long-Term Disability Insurance (LTDI) election form that waives all rights to benefits under Wisconsin statutes §. 40.63 for a WRS disability retirement benefit.

WRS DISABILITY BENEFITS				
	Apr	May	Jun	Total
Disability Estimates Requested	51	58	68	177
Disability Estimates Completed	65	67	56	188
Disability Annuities Started (on payroll)				
Teachers Retirement Board §. 40.63	7	6	5	18
Wisconsin Retirement Board §. 40.63	13	15	19	47
§. 40.65 Duty Disability (WR Board)	1	2	1	4
Total Annuities Started	21	23	25	69

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**WISCONSIN RETIREMENT SYSTEM (WRS)
DISABILITY BENEFIT ANNUITY STATISTICAL REPORT
April - June 2007**

TEACHERS BOARD DISABILITY ANNUITIES STARTED BY OPTION SELECTED				
Option	Apr	May	Jun	Total
100% Continued to Named Survivor (Joint Survivor) with 180 Payments Guaranteed	2	0	3	5
Life Annuity with 60 Payments Guaranteed For Annuitant's Life Only	0	1	1	2
Life Annuity with 180 Payments Guaranteed	0	2	0	2
75% Continued to Named Survivor (Joint Survivor)	3	3	0	6
100% Continued to Named Survivor (Joint Survivor)	1	0	0	1
75% Continued to Annuitant or Named Survivor (Joint Survivor) Upon Death of Either	1	0	1	2
	0	0	0	0
TOTAL	7	6	5	18

TEACHERS BOARD DISABILITY ANNUITIES STARTED BY GENDER					
§. 40.63 Disability Benefits by Gender	% Pop.*	Apr	May	Jun	% of Total
Females	67%	6	6	4	89%
Males	33%	1	0	1	11%
TOTAL	100%	7	6	5	100%

*Active and inactive Teacher's Retirement Board population as of 12/31/05 for 2006

TEACHERS BOARD DISABILITY STATISTICS FOR APPLICATIONS SUBMITTED

TEACHERS BOARD DISABILITY APPLICATIONS SUBMITTED BY DETERMINATION				
Type of Determination	Apr	May	Jun	Total
Approved	5	3	9	17
Cancelled	0	0	0	0
Deemed Approved	0	0	0	0
Denial	0	1	0	1
Denial Rescinded: Approved	0	0	0	0
Termed	0	0	0	0
Termed Rescinded: Approved	0	0	0	0
Void/Withdrawn/Invalid	0	0	0	0
§. 40.63 Waiver	0	0	0	0
TOTAL	5	4	9	18

TEACHERS BOARD DISABILITY APPLICATIONS SUBMITTED BY AGE				
§. 40.63 Disability Benefits by Age	Apr	May	Jun	Total
20-25	0	0	0	0
26-30	0	0	0	0
31-35	0	0	0	0
36-40	0	0	0	0
41-45	0	0	0	0
46-50	0	0	1	1
51-55	2	0	1	3
56-60	2	3	5	10
61-65	1	1	2	4
TOTAL	5	4	9	18

**STATE OF WISCONSIN
DEPARTMENT OF EMPLOYEE TRUST FUNDS**

**WISCONSIN RETIREMENT SYSTEM (WRS)
DISABILITY BENEFIT ANNUITY STATISTICAL REPORT
April - June 2007**

TEACHERS BOARD DISABILITY APPLICATIONS SUBMITTED BY DISABILITY TYPE				
Disability Type	Apr	May	Jun	Total
Brain Injury	0	0	0	0
Cancer	3	2	3	8
Cardiovascular	0	1	0	1
Chronic Fatigue	0	0	0	0
Diabetes	0	0	0	0
Eye Disorders	0	0	0	0
Gastro/Intestinal	0	0	0	0
Mental Illness	2	0	3	5
Multiple Medical Problems	0	0	0	0
Multiple Sclerosis	0	0	0	0
Muscle/Tissue	0	0	0	0
Nephrology	0	0	0	0
Neurology	0	1	3	4
Orthopedic	0	0	0	0
Other	0	0	0	0
Reflex Sympathetic Dystrophy (RSD)	0	0	0	0
Respiratory	0	0	0	0
Unknown	0	0	0	0
TOTAL	5	4	9	18

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DEPARTMENT OF EMPLOYEE TRUST FUNDS**

**WISCONSIN RETIREMENT SYSTEM (WRS)
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April - June 2007**

WI RETIREMENT BOARD DISABILITY ANNUITIES STARTED BY OPTION SELECTED				
Option	Apr	May	Jun	Total
100% Continued to Named Survivor (Joint Survivor) with 180 Payments Guaranteed	2	5	5	12
Life Annuity with 60 Payments Guaranteed For Annuitant's Life Only	2	2	2	6
Life Annuity with 180 Payments Guaranteed	2	1	2	5
75% Continued to Named Survivor (Joint Survivor)	5	2	7	14
100% Continued to Named Survivor (Joint Survivor)	0	1	0	1
75% Continued to Annuitant or Named Survivor (Joint Survivor) Upon Death of Either	2	4	3	9
	0	0	0	0
TOTAL	13	15	19	47

WI RETIREMENT BOARD DISABILITY ANNUITIES STARTED BY GENDER					
§. 40.63 Disability Benefits by Gender	% Pop.*	Apr	May	Jun	% of Total
Females	62%	5	8	14	57%
Males	38%	8	7	5	43%
TOTAL	100%	13	15	19	100%

* Active and inactive WR population as of 12/31/2005 for 2006

WI RETIREMENT BOARD DISABILITY STATISTICS FOR APPLICATIONS SUBMITTED

WI RETIREMENT BOARD DISABILITY APPLICATIONS SUBMITTED BY DETERMINATION				
Type of Determination	Apr	May	Jun	Total
Approved	15	11	17	43
Cancelled	4	0	1	5
Deemed Approved	0	0	1	1
Denial	0	1	1	2
Denial Rescinded: Approved	0	0	0	0
Other	0	0	1	1
Termed	0	0	0	0
Term. Rescinded: Approved	0	0	0	0
Void/Withdrawn/Invalid	0	0	0	0
§. 40.63 Waiver	0	0	0	0
TOTAL	19	12	21	52

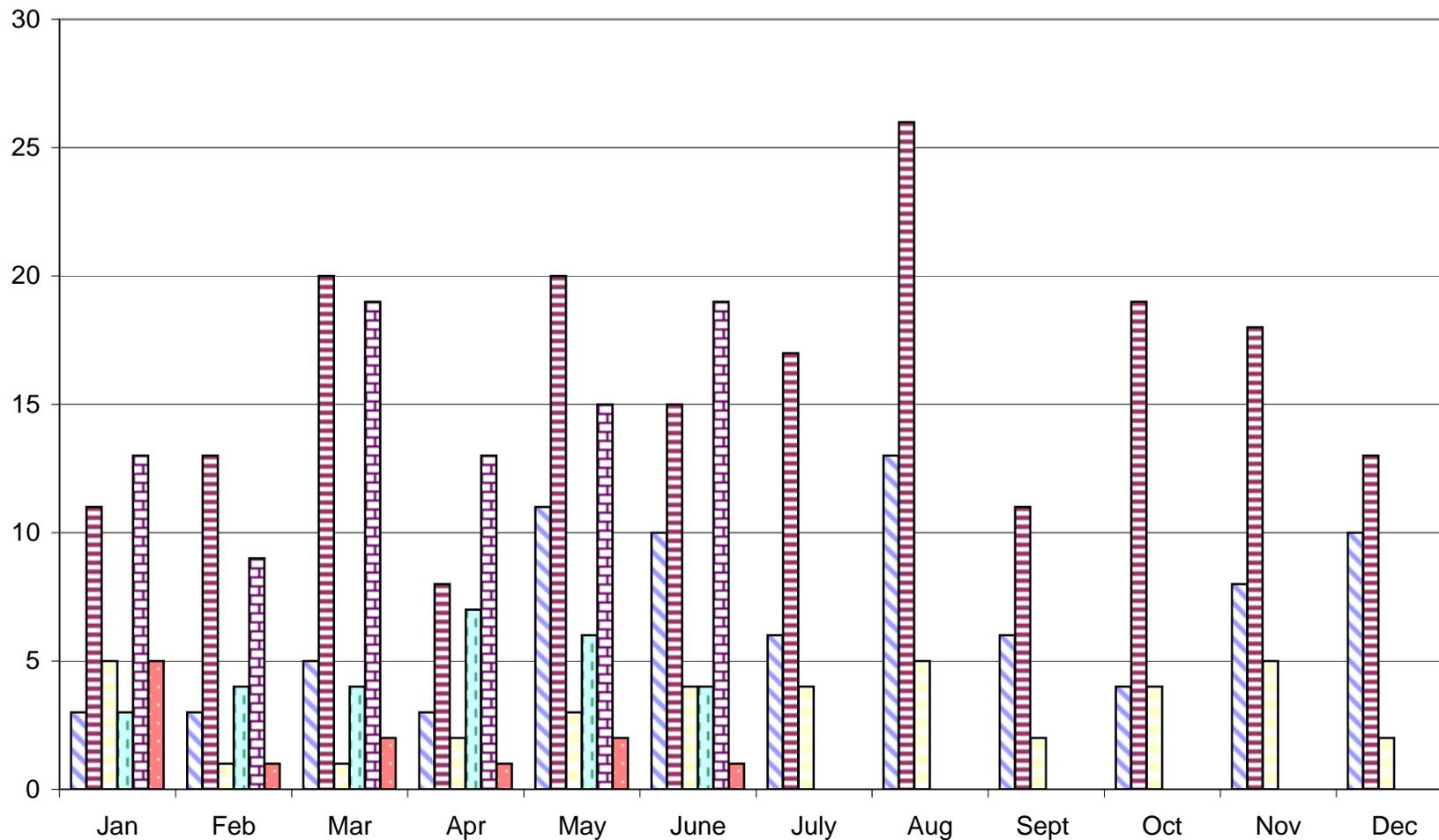
WI RETIREMENT BOARD DISABILITY APPLICATIONS SUBMITTED BY AGE				
§. 40.63 Disability Benefits by Age	Apr	May	Jun	Total
20-25	0	0	0	0
26-30	0	0	0	0
31-35	0	0	0	0
36-40	0	0	2	2
41-45	3	1	4	8
46-50	4	2	5	11
51-55	4	6	5	15
56-60	7	1	3	11
61-65	1	2	2	5
TOTAL	19	12	21	52

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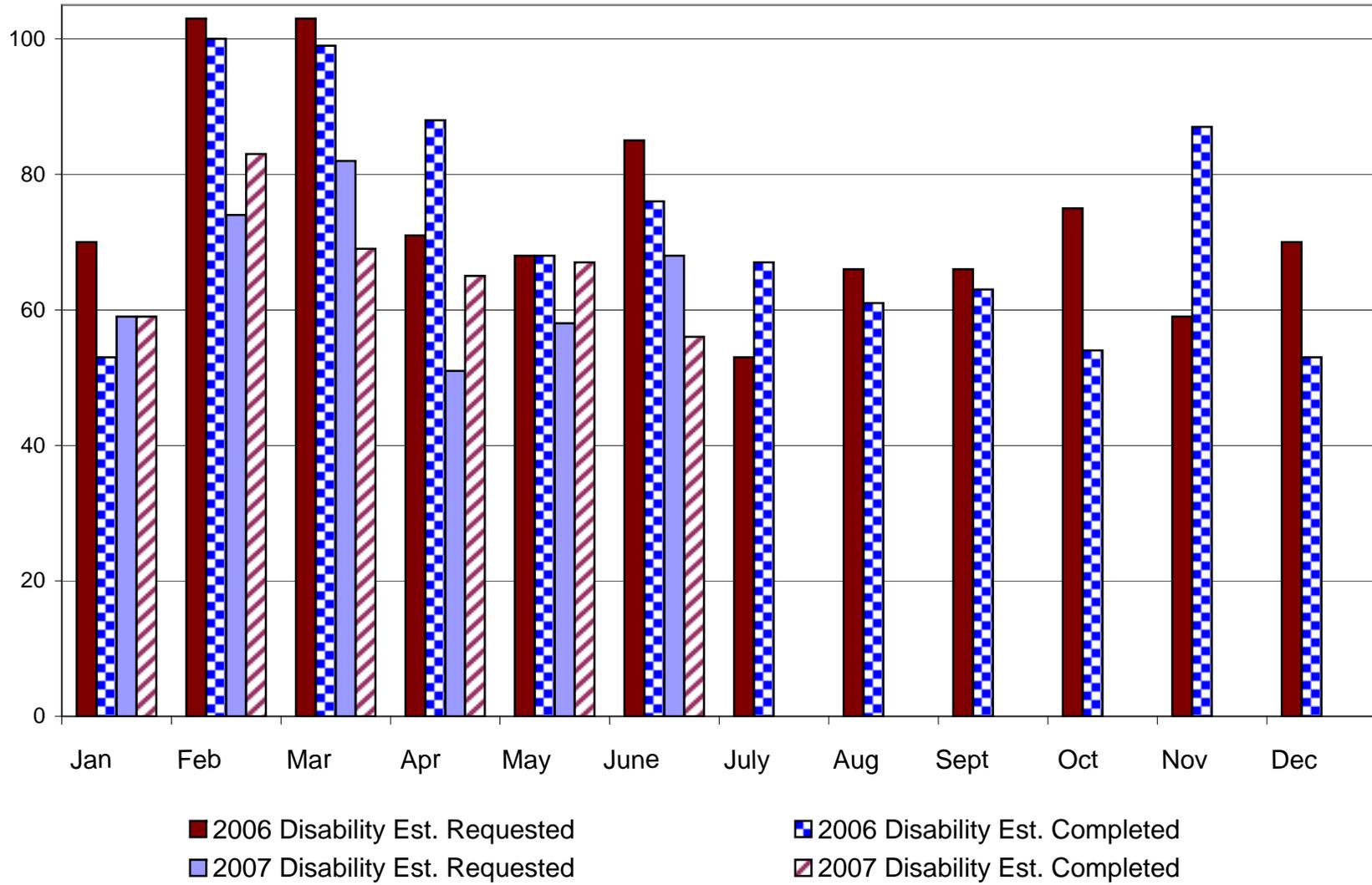
WI RETIREMENT BOARD DISABILITY DETERMINATIONS				
Disability Type	Apr	May	Jun	Total
Brain Injury	0	0	0	0
Cancer	3	2	4	9
Cardiovascular	0	0	0	0
Chemical Dependency	0	0	0	0
Diabetes	0	0	0	0
Eye Disorders	0	0	0	0
Gastro/Intestinal	1	0	0	1
Hearing Disorders	0	0	0	0
Mental Illness	1	3	4	8
Multiple Medical Problems	4	2	1	7
Multiple Sclerosis	0	0	0	0
Muscle/Tissue	0	0	0	0
Nephrology	0	0	0	0
Neurology	3	4	7	14
Orthopedic	6	1	5	12
Other	1	0	0	1
Reflex Sympathetic Dystrophy (RSD)	0	0	0	0
Respiratory	0	0	0	0
Unknown	0	0	0	0
TOTAL	19	12	21	52

2006 v. 2007 Disability Annuities Started



- 2006 Teachers Retirement Board s. 40.63
- 2006 s. 40.65 Duty Disability
- 2007 Wisconsin Retirement Board s. 40.63
- 2006 Wisconsin Retirement Board s. 40.63
- 2007 Teachers Retirement Board s. 40.63
- 2007 s. 40.65 Duty Disability

2006 v. 2007 Disability Estimates Requested and Completed





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CORRESPONDENCE MEMORANDUM

DATE: August 30, 2007
TO: Members of the Employee Trust Funds Board, Teachers Retirement Board and Wisconsin Retirement Board.
FROM: Robert Weber, DETF Chief Counsel
SUBJECT: Final Draft Report on Clearinghouse Rule #07-066, Relating to Hearsay Evidence

The Boards are asked to approve the Final Draft Report on Clearinghouse Rule 07-066, relating to hearsay evidence, for promulgation.

Background

Clearinghouse Rule #07-066 amends the rules governing the procedures for administrative appeals heard by the ETF Board and the four Boards attached to the Department. The current administrative rule prohibits the Boards from basing a finding of fact in an appeal case upon hearsay. This rule-making amends that provision to instead allow the Boards to make a finding of fact based upon hearsay to the same, limited, extent as allowed in state courts.

“Hearsay” is second-hand information, such as a witness repeating what he heard someone else say. Hearsay evidence is generally excluded in court because of concerns over its reliability. However, some hearsay evidence is allowed because it is considered sufficiently trustworthy or important. Typical examples of allowable hearsay evidence include dying declarations, excited utterances, admissions against interest, and business or public records. Wisconsin has created a number of statutory hearsay exceptions. For example, a witness’s prior inconsistent statement, used to impeach his testimony, is not defined as hearsay and may be allowed. Similarly, records of regularly conducted activities, health care provider records, public records, former testimony, and statements against interest are examples of allowable hearsay, at least if certain prerequisites are met.

The rule will allow the Boards some increased discretion in evaluating the evidence presented in an appeal. The rule might, in some cases, allow parties the option of presenting certain kinds of evidence by complying with the hearsay exceptions instead of going to the expense of calling a witness to testify from his or her personal knowledge. This may be a useful option, for example, with respect to certain health care provider records that may be offered without having to call the physician or other health care provider as a witness.

Reviewed and approved by David Stella, Deputy Secretary.

Signature Date

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CR 07-066 memo

August 15, 2007

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The final draft report has already been approved by the Group Insurance Board and will also need to be approved by the Deferred Compensation Board. After approval by all five Boards, it will be submitted to the Legislature for review.



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CORRESPONDENCE MEMORANDUM

DATE: August 20, 2007
TO: Employee Trust Funds Board
Wisconsin Retirement Board
Teachers Retirement Board
FROM: Dave Stella, Deputy Secretary
SUBJECT: General Information on Board Training Opportunities

The Department of Employee Trust Funds (ETF) believes it is important to educate our 50 board members (35 serve on the retirement-related boards) on a variety of topics to help fulfill the responsibilities of being a trustee. Given the number of board members and limited resources of the agency, a variety of strategies are used to accomplish that goal over a period of time. The four key methods are described in more detail below.

1. Board Orientation

Each time a new board member is appointed or elected to the retirement boards, the Department provides training to help prepare board members for their role. General orientation topics include:

- role and responsibilities of the boards and the Department Secretary
- current board rosters and meeting schedules
- board meeting structure, practices, and activities
- fiduciary responsibility
- Joint Survey Committee on Retirement Systems (legislative oversight committee)
- contact information
- ETF history and organization
- benefit program information
- Wisconsin Retirement System funding and the role of the actuary
- agency publications

2. In-house Resources

Board members may have program questions or want specific information to enhance their understanding of a particular topic. In these cases, board members may review the agency's website at etf.wi.gov or contact a staff member for assistance. ETF's website includes extensive organizational and program material, answers to frequently asked questions, brochures and forms, benefit calculators, and a helpful video library. These

Reviewed and approved by Dave Stella, Deputy Secretary.

Signature Date

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resources assist board members in learning more about employee benefits and how the boards and the Department function.

3. *Joint Informational (JI) Meetings*

The JI meetings provide an efficient and cost-effective way to educate the three retirement boards on general topics of interest. Presenters include Department staff and other pension, investment, actuarial, and legal experts. The following list notes some of the subjects that have been discussed over the last three years.

- Budget, legislative, and staffing updates
- State of Wisconsin Investment Board updates
- Comprehensive Annual Financial Report (CAFR) overview
- Annual Valuation of Retired Lives overview
- Annual Valuation of Active Lives overview
- Gain/Loss Analysis of Experience Among Active Members results
- Three Year Experience Study overview
- Effective Rate and Dividend Projections
- Comparative Study of Major Retirement Systems
- Fiduciary Duty presentation
- Administrative Rules status
- National proposals affecting retirement and social security
- Retirement Statistic Highlights
- Fifty-Year Projections
- Wisconsin Retirement System Actuarial Audit results
- Government Accounting Standards Board (GASB) 45 summary
- Deferred Compensation Program overview

4. *Formal External Training*

The International Foundation of Employee Benefit Plans (IFEBC) provides formal training opportunities for Department staff and board members. This is accomplished through the IFEBC's Certificate of Achievement in Public Plan Policy program (CAPP), Certificate of Distinction in Board Governance program (for CAPP graduates), and two annual benefit conferences. IFEBC's budget typically allows for a total of two or three board members to attend these sessions each year. The 2008 dates and locations, along with the board member training policy, are attached. Board chairs approve attendance requests after discussing the options with trustees and determining overall interest. Often, interest exceeds available funds and requests may need to be deferred.

Summary

Board member training is provided in a variety of ways to enhance understanding and occurs over a period of time. Any suggestions for JI training topics or other educational opportunities will be explored by the Department to determine if they are feasible.

International Foundation of Employee Benefit Plans (IFEBP) 2008 Training Opportunities

Certificate of Achievement in Public Plan Policy (CAPPP)

Employee Pensions: Part 1

June 10-11, 2008: Chicago, Illinois

November 15-16, 2008: San Antonio, Texas

Employee Pensions: Part 2

February 23-24, 2008: Savannah, Georgia

June 12-13, 2008: Chicago, Illinois

Scholar Series in Board Governance Program (CAPPP graduates only)

Certificate of Distinction in Board Governance (including Trustees Masters Program)

November 15-16, 2008: San Antonio, Texas

IFEBP Training Conferences

Benefits Conference for Public Employees

February 25-26, 2008: Savannah, Georgia

U.S. Annual Employee Benefits Conference

November 16-19, 2008: San Antonio, Texas

TRAINING POLICY RETIREMENT BOARD MEMBERS

The Department of Employee Trust Funds (ETF) strongly believes in the value of relevant education and training for members of the ETF, Wisconsin Retirement, and Teachers Retirement Boards. When possible, ETF will sponsor local and national experts for training sessions with entire boards. In addition, ETF will provide funding for individual training opportunities for board members.

Funds to provide training opportunities are not unlimited, however. Accordingly, ETF must prioritize the use of its limited training resources in order to provide training in the most cost-effective manner. To that end, ETF will adhere to the following priority schedule in determining how to allocate funds for individual training:

- ◆ First priority will be given to the Chairs of each board. The Chair is in a position of leadership and is most in need of current information that training can provide. The Chair is also in the best position to use what is learned at the training in a way that will be most beneficial to the entire board.
- ◆ Second priority will be given to the Vice Chairs of the respective boards. If there is insufficient funding to offer the opportunity to each Vice Chair, the Vice Chair with the least recent training will be given priority.
- ◆ Participation by ETF Board members in the Certificate of Achievement in Public Plan Policy (CAPPP) will be based on the seniority status of those members showing interest in attending. Wisconsin Retirement and Teachers Retirement Board members interested in CAPP training will be considered after ETF Board members. Again, seniority status will govern attendance decisions.