

# AGENDA / NOTICE



## Audit Committee

Employee Trust Funds (ETF) Board  
State of Wisconsin



**Wednesday, March 24, 2021 (9:15 a.m.)**

### IMPORTANT NOTICE

This is a virtual meeting. All Board members will be attending this meeting via teleconference. Members of the public may also access the meeting via teleconference. No physical access will be available. If you would like your attendance documented in the minutes, or would like to provide feedback to the board, please email [ETFSMBBoardFeedback@etf.wi.gov](mailto:ETFSMBBoardFeedback@etf.wi.gov).

**Video Teleconference:** [Click here to join the Microsoft Teams meeting](#)

**Telephone Information:** (608) 571-2209      **Conference ID:** 904 576 8#

Estimated Time	Action Item	Topic	
9:15 a.m.		Call to Order	
		1. Announcements	
		2. <a href="#">Consideration of December 9, 2020 Open and Closed Session Meeting Minutes</a>	
		3. <a href="#">Election of Officers</a>	Cheryllynn Wilkins
9:20 a.m.		4. <a href="#">Third-Party Administrator Contract Compliance Audit Results – Life Insurance</a>	Michelle Hoehne

Documents for this meeting are available on-line at: [http://etf.wi.gov/gov\\_boards.htm](http://etf.wi.gov/gov_boards.htm) This agenda is posted at the State Capitol, the Hill Farms State Office Building, and on the Wisconsin Public Meeting Notice website.

If you need reasonable accommodations due to a disability, please contact the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931. Telephone number: (608) 266-0301. Wisconsin Relay Service 7-1-1.

Estimated Time	Action Item	Topic	
9:35 a.m.		<b>5. Internal Audit Results</b>	
		A. <a href="#">Retired Lives Data Extract Audit</a>	Michelle Hoehne
		B. <a href="#">Annuity Calculations Limited Review</a>	Amanda Williams
		C. <a href="#">Annual Statement of Benefits Abnormal Balance Review</a>	Kim Richmond
10:20 a.m.		<b>6. <a href="#">Employee Trust Funds' Fraud Policy</a></b>	Steve Hurley
10:35 a.m.		<b>7. <a href="#">FY2020 - FY2021 Audit Plan Status, including Open Issues Report</a></b>	Yikchau Sze
10:40 a.m.		<b>8. Future Items for Discussion</b>	
<b>5 Minute Break to go into Closed Session</b>			
	*	<b>9. ETF IT Project Results</b>	Yikchau Sze / Greg Beach
		A. Vulnerability Management	
		B. Social Engineering	
11:10 a.m.		<b>10. Announcement of Business Deliberated during Closed Session</b>	
11:15 a.m.		<b>11. Adjournment</b>	

*Please note items may be taken in order other than listed. Unless otherwise noted, the presenters are ETF staff.*

\* The Committee may meet in closed session pursuant to the exemption contained in Wis. Stats. § 19.85 (1) (d) to consider strategy for crime detection or prevention. If a closed session is held, the Committee may vote to reconvene into open session following the closed session.