



STATE OF WISCONSIN
Department of Employee Trust Funds
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Correspondence Memorandum

Date: November 12, 2021
To: Audit Committee
From: Yikchau Sze, Director
Office of Internal Audit (OIA)
Subject: FY22 - FY23 Biennial Audit Plan Update

This memo is for information purposes only. No Committee action is required.

The following is a summary of audit engagements in progress, and the status of other OIA activities from August 19, 2021 through November 12, 2021.

Engagements In-Progress

- Enterprise Content Management (ECM) Record Processing Review
- Special Project – Medical Record Access Review
- Chapter 40 Procurement Audit
- Wisconsin Retirement System (WRS) Account Closure Audit
- IT Audit by JANUS - Equipment and Sensitive Data Protection

Other Activities

- Provided Third-Party Contract Compliance Audit Oversight
 - Participated in periodic audit check-in meetings
 - Reviewed audit report drafted by independent auditors and provided feedback to program managers
 - Assisted program managers in the development of statement of work for the upcoming contract compliance audits
- Staff completed Public Pension Financial Forum conference training in October
- A Limited Term Employment position was approved and will be used to assist the insourcing contract compliance audit
- Completed annual review of the Audit Committee Charter, the Internal Audit Charter, and the Internal Audit Manual for any necessary updates
- Tracked the status of all open audit issues through the quarterly Open Audit Issue Report (see Attachment A)

Attachment: A. Open Audit Issues Report Summary Memo

Board	Mtg Date	Item #
AUD	12.09.21	9



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The Open Audit Issues report tracks recommendations raised by the OIA for all internal audits and recommendations raised by the external independent auditors. OIA updates the Open Audit Issues report quarterly, based on status reported by management. Management is responsible for timely completion of actions that address audit findings. OIA is responsible for tracking progress reported by management and performing follow-up audits to confirm the completion of corrective actions if deemed necessary.

The table below summarizes audits with findings that have not been closed as of November 12, 2021. Below are some highlights compared with the status reported in the last quarter:

- Removal: Recommendations of two internal audits, Variable Fund Transfer audit and Retired Lives Data Extract audit, and one IT audit, Vulnerability Management, were all closed
- New: Uniform Dental Insurance Program audit and ETF 2020 ACFR
- Changes: Only one medium risk finding remaining for the Network Security Audit

Open Audit Issues Summary

Program	Audit Report Date	Audit Performed by	Audit Recommendations				
			Closed	In Progress		Open	Total
				#	Complete By		
LTDI OIA Audit	August 2019	OIA	2	1	January 2021 January 2022	-	1
ETF 2017 CAFR (Report 18-10)	October 2018	LAB	0	1	March 2022	-	1
IT Needs Assessment, Procurement, and Security	September 2020	LAB	3	2	December 2021	-	2
Network Security	October 2020	JANUS	8	1	May 2021 Oct 2021 Feb 2022	-	1
Total - IT Audit			13	5		-	5
Uniform Dental Insurance Program Audit	August 2021	CTI	1	3	January 2022	-	3
Total - TPA Audit			1	3		-	3
ETF 2020 ACFR (Report 21-14)	September 2021	LAB	0	3	November 2022	-	3
Total - LAB Audit			0	3		-	3
Report Total			14	11		-	11