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Correspondence Memorandum

Date: September 22, 2025
To: Audit Committee
From: Yikchau Sze, Director
Office of Internal Audit
Subject: Open Audit Issues Report

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

The Open Audit Issues report tracks recommendations raised by the Office of Internal Audit (OIA) for all internal audits and by independent external auditors. OIA updates the Open Audit Issues report quarterly based on the status reported by management. Management is responsible for the 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.

Compared with the status reported in the last quarter, the Open Audit Issues report (starting on page 2) has the following notable changes:

- The Wellness Program Third-Party Administrator contract compliance audit was removed, as the open finding areas are under review in the current audit. Any issues identified will be reported as new recommendations once the ongoing audit is concluded.
- The Onboarding and Offboarding Assessment was added to the report with three recommendations closed as expected.
- The expected completion day for reviewing appropriate folder access for the one remaining ETF business area will be re-assessed.
- Two recommendations from the Breach Response Readiness Assessment will remain open until funding becomes available.

Staff will be at the Committee meeting to answer any questions.

Attachment D

Open Audit Issues Summary – September 8, 2025

Program	Audit Report Date	Audit Performed by	Issue	Risk Rating	Audit Recommendations			
					Outstanding	Complete By	Closed	Total
Pre-tax Savings Account Programs TPA Contract Compliance	January 2025	OIA	ERA and CB Claims Substantiation	Medium	1	9/30/2025		
			Quarterly Performance Standards Reporting	Medium	1	9/30/2025		
			Administrative Fee Invoicing	Medium		2/15/2025	1	
Duty Disability Program	February 2024	OIA	Annual Adjustment	High		11/30/2024	1	
			Annual Income Review	High		11/1/2024 2/1/2025	1	
			Payment Schedule	Low - Medium	1	10/31/2025		
			Complexity of Rules	High		12/31/2024	1	
Sick Leave Reporting	August 2022	OIA	Issue Log and Training Materials	Medium		2/1/2023	1	
			UW Faculty SHICC Years of Adjusted Continuous Service (ACS)	Medium		2/15/2023 5/15/2023 8/15/2023 2/29/2024	1	
			Year of ACS Determination	Low - Medium		4/30/2023	1	
			500 Hour SHICC Restoration	Medium	1	9/1/2023 3/31/2025 2026 after IAS go-live		
			Employment Category Review	Low - Medium		11/15/2022	1	
			AcSL Application Access Review	Medium		8/12/2022	1	
LTDI Audit	August 2019	OIA	Folder Access	Medium - High	1	6/30/2024 6/30/2025 TBD	2	
Total - OIA Audit					5		11	16

Program	Audit Report Date	Audit Performed by	Issue	Risk Rating	Audit Recommendations			
					Outstanding	Complete By	Closed	Total
IT Control Assessment for ECM and MDM	November 2022	JANUS		Including all Risk levels	11	High level plan was developed; implementation will be after IAS go-live		
Breach Response Readiness	June 2023	JANUS		Low and Medium	3	Of the three open recommendations, one is expected to complete by July Oct. 2025 and two depend on biennial budget approval will remain open until funding becomes available	12	
Onboarding and Offboarding Assessment	May 2025	Linea Secure		Low to High	3	11/14/2025	3	
Total - IT Audit					17		15	32