

MINUTES OF DECEMBER 2, 2010, MEETING

STATE OF WISCONSIN EMPLOYEE TRUST FUNDS BOARD BUDGET AND OPERATIONS COMMITTEE

DRAFT

Holiday Inn Hotel and Suites, Board Room
1109 Fourier Drive, Madison, WI

COMMITTEE MEMBERS PRESENT:

John David, Chair Theron Fisher, Vice-Chair	Mary Von Ruden, Secretary
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PARTICIPATING EMPLOYEE TRUST FUND (ETF) STAFF:

Dave Stella, Secretary Rhonda Dunn, Executive Assistant Bob Conlin, Deputy Secretary	Jean Gilding, Division of Retirement Services Jon Kranz, Director, Office of Budget and Trust Finance
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John David, Chair, Budget and Operations Committee (Committee), called the meeting to order at 7:30 a.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Motion: Ms. Von Ruden moved to accept the minutes of the September 16, 2010, Budget and Operations Committee meeting, as submitted by the Board Liaison. Mr. Fisher seconded the motion, which passed without objection on a voice vote.

BUDGET/OPERATIONAL UPDATES

2011-2013 Biennial Budget Proposal

The Committee reviewed and discussed the Department's biennial budget request for July 1, 2011 – June 30, 2013 (ref. BUD | 12.2.10 | 2B). The request was submitted to the Department of Administration in September.

Operations Update

Jean Gilding, Administrator, Division of Retirement Services (DRS), reviewed operational activities within DRS with the Committee (ref. BUD | 12.2.10 | 2A) in the areas of:

Board	Mtg Date	Item #
BUD	3.10.11	1

- Service Delivery Strategies
- Relocation of ETF Staff to the Department of Revenue Building
- Annuitant Variable @ Core Project
- DOR Position Recruitments
- Employer Communication Center System Upgrade
- 1099-R Year-End System Testing
- Other Business Process Improvements/Accomplishments
- Current Focuses

Strategic Plan Update

Bob Conlin, Deputy Secretary, presented a brief verbal update on the Department's strategic planning efforts.

ADJOURNMENT

Motion: Ms. Von Ruden moved to adjourn the meeting. Mr. Fisher seconded the motion, which passed without objection on a voice vote.

The Budget and Operations Committee adjourned at 8:13 a.m.

Date Approved: _____

Signed: _____

Mary Von Ruden, Secretary
Budget and Operations Committee