

DRAFT

# MINUTES

September 20, 2012

Budget and Operations Committee  
Employee Trust Funds Board  
State of Wisconsin



## Location:

State Revenue Building – Room 1N-04  
2135 Rimrock Road, Madison, WI

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### COMMITTEE MEMBERS PRESENT:

Mary Von Ruden, Chair  
David Wiltgen, Vice Chair

Jessica O'Donnell, Secretary

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### PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Rob Marchant, Deputy Secretary  
Office of Budget and Trust Finance:  
Nadine Konrath, Budget & Policy  
Supervisor

Division of Retirement Services:  
Matt Stohr, Administrator  
Office of Enterprise Initiatives:  
Bob Martin, Director

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Ms. Von Ruden, Chair, called the Budget and Operations Committee (Committee) to order at 8:00 a.m.

### CONSIDERATION OF MINUTES OF PREVIOUS MEETING

***MOTION: Ms. O'Donnell moved to accept the minutes of the June 21, 2012, Budget and Operations Committee meeting, as submitted by the Board Liaison. Mr. Wiltgen seconded the motion, which passed without objection on a voice vote.***

### PROCUREMENT UPDATE

The Committee reviewed and discussed the following matters:

- Mr. Marchant provided an update on the strategic initiative to modernize and integrate ETF's information technology systems.
- He noted that the Department has procured services from LRWL, our strategic partner.

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- Mr. Martin talked about the next steps in the initiative, including developing a Request for Proposal (RFP) for a software vendor and solution.

### **BIENNIAL BUDGET SUBMISSION**

- Mr. Marchant provided an overview on the Department's 2013–2015 biennial budget request with three priorities:
  - Funding for modernization efforts related to our IT systems
  - Wellness
  - Compliance with the Internal Revenue Code
- Discussion occurred.

### **OPERATIONS UPDATE**

- Mr. Stohr provided an operations update, including:
  - Act 10 implementation update
  - Second quarter statistics on retirement estimate requests and retirement applications
  - Outreach and education efforts

### **ADJOURNMENT**

***MOTION: Mr. Wiltgen moved to adjourn the meeting. Ms. O'Donnell seconded the motion, which passed without objection on a voice vote.***

The Committee adjourned at 8:55 a.m.

Date Approved: \_\_\_\_\_

Signed: \_\_\_\_\_  
Jessica O'Donnell, Secretary  
Budget and Operations Committee