

DRAFT

MINUTES

March 27, 2014

Budget and Operations Committee
Employee Trust Funds Board
State of Wisconsin



Location:

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

COMMITTEE MEMBERS PRESENT:

Mary Von Ruden, Chair
David Wiltgen, Vice Chair

COMMITTEE MEMBERS ABSENT:

Jessica O'Donnell, Secretary

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Rob Marchant, Deputy Secretary
Division of Retirement Services:
Matt Stohr, Administrator

Office of Enterprise Initiatives:
Peter Cole, Contract, LRWL Inc.

Ms. Von Ruden, Chair, called the Budget and Operations Committee (Committee) to order at 8:05 a.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

MOTION: Mr. Wiltgen moved to accept the minutes of the December 5, 2013, Budget and Operations Committee meeting, as submitted by the Board Liaison. Ms. Von Ruden seconded the motion, which passed unanimously on a voice vote.

BUDGET AND OPERATIONS UPDATE

Mr. Stohr provided an update on the following:

- The number of retirement estimates in 2013 was 22,407; in 2012 there were 23,091.
- The number of applications processed in 2013 was 13,841; in 2012 there were 12,255.

Board	Mtg Date	Item #
BUD	6.3.14	1

BUDGET AND OPERATIONS COMMITTEE CHARTER REVIEW

Mr. Stohr explained the existing charter and proposed changes. Committee members will review the changes and plan to discuss revisions at the June 2014 meeting.

TRANSFORMATION, INTEGRATION, AND MODERNIZATION (TIM) INITIATIVE AND PROJECT PORTFOLIO

Benefits Administration System (BAS) Update

Mr. Marchant highlighted recent events regarding the implementation of the BAS system. These included:

- An overview of the budget for the BAS project and TIM initiative project;
- ETF submitted a request to the Legislature for six positions for the BAS;
- Providing an update on the STAR Project (which is the state's project to integrate state IT systems).

Update on TIM Initiative Projects and Project Portfolio

Mr. Cole, ETF's strategic partner for the BAS, introduced himself to the committee. He described LRWL's experience working with other state and municipal systems on IT implementations and how LRWL provided advice to ETF throughout the BAS RFP process. Mr. Cole elaborated on the data integrity and financial management system projects.

The Committee appreciates the efforts of the Department and are excited about the TIM projects.

ADJOURNMENT

MOTION: Ms. Von Ruden moved to adjourn the meeting. Mr. Wiltgen seconded the motion, which passed unanimously on a voice vote.

The Committee adjourned at 9:03 a.m.

Date Approved: _____

Signed: _____

Jessica O'Donnell, Secretary
Budget and Operations Committee