

DRAFT

MINUTES

September 29, 2016

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
Roberta Rasmus, Secretary

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Office of the Secretary: John Voelker, Deputy Secretary
Tarna Hunter, Legislative Liaison
Division of Retirement Services: Matt Stohr, Administrator
Office of Enterprise Initiatives: Bob Martin, Director

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. Rasmus moved to accept the minutes of the March 24, 2016, Budget and Operations Committee meeting, as submitted by the Board Liaison. Mr. Wiltgen seconded the motion, which passed unanimously on a voice vote.

ANNOUNCEMENTS

Mr. Stohr said the committee meeting rooms have been changed in order to provide more convenient meeting room access for the general public.

Board	Mtg Date	Item #
BUD	12.15.16	1

BUDGET AND OPERATIONS UPDATE

Mr. Stohr described the Division of Retirement Services customer service scorecard, which will be presented at the Joint Meeting of the Retirement Boards.

Mr. Stohr provided an operations update and discussed retirement estimates and the number of applications requested by WRS members in the second quarter of 2016 compared to the second quarter of 2015.

2017 -2019 STATE BUDGET REQUEST

Ms. Hunter provided a memo (Ref. ETF | 9.29.16 | 4D) and discussed the department's 2017–2019 state budget request that will be presented to the ETF Board later today. The request will be submitted to the Department of Administration. The Committee supports the budget request. However, since ETF's budget is primarily segregated funding, the Committee considers the 5% reduction proposal (required under state law) unnecessary.

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

Benefit Administration System (BAS) Update

Mr. Martin provided an update on the implementation of ETF's Benefit Administration System (BAS) project. The next big step is Rollout 1.5, which is scheduled to go-live on October 10, 2016. Rollout 2 is scheduled to go-live on January 1, 2018.

TIM Initiative Projects Status – myETF

Mr. Martin discussed the knowledge management efforts throughout ETF.

The Committee thanked ETF employees for all their efforts with operations, projects and initiatives.

ADJOURNMENT

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

The Committee adjourned at 8:51 a.m.

Date Approved: _____

Signed: _____

Roberta Rasmus Secretary
Budget and Operations Committee