DRAFT

MINUTES

December 9, 2021

Budget and Operations Committee

Employee Trust Funds Board State of Wisconsin



Location:

Department of Employee Trust Funds This meeting was held via teleconference.

COMMITTEE MEMBERS PRESENT:

Roberta Rasmus, Chair Chris Heller, Vice Chair Steve Wilding, Secretary

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Division of Retirement Services: Office of the Secretary:

Pam Henning, Assistant Deputy Secretary Matt Stohr, Administrator

Tarna Hunter, Director of Strategic

Engagement and Government Relations

Office of Enterprise Initiatives:

Michelle Baxter, Director

OTHERS PRESENT:

ETF Division of Management Services: ETF Office of the Secretary: Patrick Hughes, Kadi Mbanefo

Shirley Eckes, Kimberly Schnurr, John Voelker, Cheryllynn Wilkins, Kathryn

Young

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

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

MOTION: Mr. Heller moved to accept the minutes of the September 16, 2021, Budget and Operations Committee meeting, as submitted by the Board Liaison. Mr. Wilding seconded the motion, which passed unanimously on a voice vote.

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BUD	3.24.22	1

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ANNOUNCEMENTS

Mr. Stohr discussed the following:

- The schedule for the December Committee and Board meetings.
- Welcomed Diana Felsmann to her new role as ETF's General Counsel. Diana's predecessor, David Nispel, retired in October 2021.

OPERATIONS UPDATE

Mr. Stohr provided third quarter retirement estimate and application numbers for 2021 and how they compared to 2020.

COVID-19 Pandemic Update

Ms. Henning provided an update about state employee and facility COVID-19 requirements. She discussed ETF floor plan changes to reduce its footprint at the Hill Farms State Office building from three floors to two floors. The benefit of ETF's staff hybrid work schedule (mix of work from home and in office) was also discussed.

PROJECT UPDATES

Ms. Baxter presented on ETF's modernization efforts (Ref. BUD | 12.09.21 | 4), including the modernization projects, touchpoints for customers, project timelines, and status of each project.

ETF deployed the new Enterprise Content Management (ECM) solution in November, and the Insurance Administration System project also kicked off this fall.

OVERVIEW OF FINAL VERSION OF STATE 2021-2023 BIENNIAL BUDGET AND LEGISLATIVE UPDATES

Ms. Hunter discussed the bills that would impact ETF if passed, including the rehired annuitant/return to work bill, the state search and rescue team bill, and a potential Milwaukee retirement system bill.

ETF ORGANIZATIONAL NORTH STAR METRICS

Ms. Henning highlighted details of the North Star metrics report and provided a strategic plan update.

ADJOURNMENT

MOTION: Mr. Wilding moved to adjourn the meeting. Mr. Heller seconded the motion, which passed unanimously on a voice vote.

The Committee adjourned at 8:56 a.m.	
	Date Approved:
	Signed:Steve Wilding, Secretary
	Budget and Operations Committee