



STATE OF WISCONSIN  
Department of Employee Trust Funds  
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SECRETARY

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## Correspondence Memorandum

**Date:** August 29, 2023  
**To:** Budget and Operations Committee  
**From:** Matt Stohr, Administrator  
Division of Retirement Services  
**Subject:** Budget and Operations Committee Charter Review

**The Department of Employee Trust Funds (ETF) recommends the Budget and Operations Committee (Committee) approve the attached Budget and Operations Committee Charter (Charter) and submit it to the Employee Trust Funds Board (ETF Board) for approval.**

The Budget and Operations Committee Charter states that the charter should be reviewed every three years by the committee and the ETF Board. Staff reviewed the charter and made some recommended changes. If the committee approves the charter, then it will be submitted to the ETF Board for review and approval at its next meeting.

Staff will be at the Committee meeting to answer any questions.

Attachment A: [Budget and Operations Committee Charter \(Redline\)](#)

Reviewed and approved by Shirley Eckes, Deputy Secretary  
Electronically Signed 09/01/2023

Board	Mtg Date	Item #
BUD	09.21.23	3