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## Correspondence Memorandum

**Date:** February 20, 2018  
**To:** Deferred Compensation Board  
**From:** Cherylynn Wilkins, Board Liaison  
Office of the Secretary  
**Subject:** Deferred Compensation (DC) Board Governance Manual Update

**This memo is for informational purposes only. No Board action is required.**

The following is a list of updated documents (since February 2017) related to the DC Board. Electronic copies are available on the Department of Employee Trust Funds (ETF) website at [http://etf.wisconsin.gov/boards/gov\\_manual\\_WDC/gm-contents.pdf](http://etf.wisconsin.gov/boards/gov_manual_WDC/gm-contents.pdf). You are welcome to print copies and insert them into your copy of the *Deferred Compensation Board Governance Manual*.

- DC Governance Manual Table of Contents
- 2018 Board Meeting Dates
- Board Rosters
- Key Contacts
- Wisconsin State Statute Chapter 40
- ETF Functional Organizational Chart
- ETF Fact Sheets
- Wisconsin Plan and Trust Document
- Financial Statements Audit December 31, 2016 and 2015
- WIPFLI 2015 Contract Compliance Audit
- WDC Investment Policy Statement
- DC Investment Committee Charter
- WDC Participation Map
- Administrative Services Contract
- The Secretary's Role
- Organization and Responsibilities of the Boards

Reviewed and approved by Pam Henning, Assistant Deputy Secretary

*Pamela L Henning*

Electronically Signed 3/5/18

Board	Mtg Date	Item #
DC	3.22.18	8b