

**DRAFT**

# MINUTES

April 16, 2014

Employee Trust Funds Board and  
Group Insurance Board (GIB)  
Subcommittee on Actuarial Services



## Location:

Lussier Family Heritage Center  
3101 Lake Farm Road, Madison, WI

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### ETF BOARD MEMBERS PRESENT:

Wayne Koessl, Chair  
John David, Vice Chair  
Robert Niendorf, Secretary  
William Ford  
Kimberly Hall  
Michael Langyel

Jon Litscher  
Jessica O'Donnell  
Roberta Rasmus  
Victor Shier  
Mary Von Ruden

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### GIB SUBCOMMITTEE ON ACTUARIAL SERVICES MEMBERS PRESENT:

Jon Litscher, Chair  
Herschel Day

Jessica O'Donnell  
Daniel Schwartz

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### BOARD MEMBERS NOT PRESENT:

David Wiltgen

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### PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Bob Conlin, Secretary  
Division of Management Services:  
Nadine Konrath, Budget and Policy  
Supervisor  
Cheryllynn Mullins, Board Liaison

Division of Retirement Services:  
Matt Stohr, Administrator  
Office of Trust Finance: Bob Willett,  
Chief Trust Financial Officer

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### OTHERS PRESENT:

ETF Division of Insurance Services:  
Lisa Ellinger, Administrator  
ETF Division of Management Services:  
Pam Henning, Administrator

Sherry Etes, GIB Liaison  
ETF Legal Services: David Nispel,  
General Counsel  
Terri Carlson, GIB Member

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Deloitte Consulting LLP (Deloitte): Tim Gustafson, Dan Plante, Nichole Ramsey

Gabriel Roeder Smith & Company (GRS) : Jim Anderson, Mark Buis, Brian Murphy

Milliman Inc.: Paul Correia, Timothy Herman, Tasha Khan, Daniel Skwire

PricewaterhouseCoopers LLP (PwC): Cindy Fraterrigo, Jinn-Feng Lin, Brandon Robertson, Jon Schaper, Ray Wilson

The Segal Company, Inc. (Segal): Penny Finch, Kirsten Schatten, Kenneth Vieira, Richard Ward

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Wayne Koessl, Chair, called the meeting of the Employee Trust Funds (ETF) Board (Board) and Group Insurance Board (GIB) Subcommittee on Actuarial Services (Subcommittee) to order at 11:30 a.m.

## **INTRODUCTION**

Mr. Willett provided Board members, Subcommittee members and others present with an overview of the meeting agenda. He also provided an overview of the Request For Proposal (RFP) process. Five vendors will make short presentations to the Board, after which the Board, Subcommittee and staff will have the opportunity to ask questions. GRS and PwC are finalist for the Wisconsin Retirement System RFP ETD0011. Deloitte and Segal are finalists for the Health Insurance Programs RFP ETD0012. Deloitte, Milliman and PwC are finalists for the Group Insurance Programs RFP ETD0013.

## **ASSESSMENT OF AND DELIBERATION ON PROPOSALS FOR ACTUARIAL SERVICES**

***MOTION: Mr. Litscher moved for the Board and the Subcommittee to convene in closed session, pursuant to the exemptions contained in Wis. Stat. § 19.85 (1) (e) to deliberate or negotiate the investing of public funds or to conduct other specified public business, because competitive or bargaining reasons require a closed session.***

***Mr. David seconded the motion for the Board, which passed on the roll call vote noted below.***

***Mr. Schwartz seconded for the Subcommittee, which passed on the roll call vote noted below.***

**ETF Board Members Voting Aye: Koessl, David, Ford, Hall, Langyel, Litscher, Niendorf, O'Donnell, Rasmus, Shier, Von Ruden**

**Members Voting Nay: None**

**Members Absent or Not Voting: Wiltgen**

**Subcommittee Members Voting Aye: Litscher, Day, O'Donnell, Schwartz**

The Board convened in closed session at 11:43 a.m. and reconvened in open session at 4:48 p.m.

Mr. Ford excused himself from the meeting during closed session and did not return for open session.

### **ANNOUNCEMENT OF ACTION TAKEN ON BUSINESS DELIBERATED DURING CLOSED SESSION**

Mr. Koessler announced the Board and Subcommittee reviewed and deliberated on RFPs for the actuaries for the Wisconsin Retirement System, the Health Insurance Program and the Group Insurance Program during closed session.

#### **RFP ETD0011**

***Motion: Mr. David moved that the Employee Trust Funds Board direct the Department to issue a letter of intent and enter into negotiations with Gabriel Roeder Smith & Company to secure a contract for those actuarial services under terms consistent with the Board's directions to staff. Mr. Niendorf seconded the motion for the Board, which passed on the following roll call vote:***

***Members Voting Aye: Koessler, David, Hall, Langyel, Litscher, Niendorf, O'Donnell, Rasmus, Shier, Von Ruden***

***Members Voting Nay: None***

***Members Absent or Not Voting: Ford, Wiltgen***

#### **RFP ETD0012**

***Motion: Mr. Litscher moved that the Employee Trust Funds Board direct the Department to issue a letter of intent and enter into negotiations with The Segal Company, Inc. to secure a contract for those actuarial services under terms consistent with the Board's directions to staff. Ms. Hall seconded the motion for the Board, which passed on the following roll call vote:***

***Members Voting Aye: Koessler, Hall, Litscher, Niendorf, O'Donnell, Rasmus, Shier***

***Members Voting Nay: David, Langyel, Von Ruden***

***Members Absent or Not Voting: Ford, Wiltgen***

**RFP ETD0013**

***Motion: Mr. Litscher moved that the Employee Trust Funds Board direct the Department to issue a letter of intent and enter into negotiations with Milliman Inc. to secure a contract for those actuarial services under terms consistent with the Board's directions to staff. Ms. O'Donnell seconded the motion for the Board, which passed on the following roll call vote:***

***Members Voting Aye: Koessl, David, Hall, Litscher, Niendorf, O'Donnell, Rasmus, Shier***

***Members Voting Nay: Langyel, Von Ruden***

***Members Absent or Not Voting: Ford, Wiltgen***

**ADJOURNMENT**

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

The Board adjourned at 4:53 p.m.

Date Approved: \_\_\_\_\_

Signed: \_\_\_\_\_

Robert Niendorf, Secretary  
Employee Trust Funds Board