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Correspondence Memorandum

Date: February 27, 2020

To: Employee Trust Funds Board
Teachers Retirement Board
Wisconsin Retirement Board

From: Cheryllynn Wilkins, Board Liaison
Office of the Secretary

Subject: Retirement Board Governance Manual Update

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

The following items of the *Retirement Boards Governance Manual* and *Reference Manual* have been updated.

Governance Manual

- RB Governance Manual Table of Contents
- 2020 Meeting Dates
- Board Rosters
- Wisconsin State Statute Chapter 40
- ETF Functional Organization Chart
- ETF Fact Sheets
- ETF Key Contacts
- Audit Committee Charter
- Base Agendas
- Delegation of Governing Board Authority Table
- Duty Disability Reserve Policy
- Privacy of Personal Information Policy
- Vendor Procurement Appeals Policy
- WRS Funding Policy

Reference Manual

- RB Reference Manual Table of Contents and links

You are welcome to print copies and insert them into your copy of the *Retirement Board Governance Manual*. The electronic copy is available on ETF's website at http://etf.wi.gov/boards/gov_manual_retirement/01_gov_manual_toc.pdf.

Reviewed and approved by Pam Henning, Assistant Deputy Secretary

Pamela L Henning Electronically Signed 3/5/20

Board	Mtg Date	Item #
ETF	3.26.20	6Q