



STATE OF WISCONSIN  
Department of Employee Trust Funds  
A. John Voelker  
SECRETARY

Wisconsin Department  
of Employee Trust Funds  
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## Correspondence Memorandum

**Date:** February 28, 2023  
**To:** Employee Trust Funds Board  
**From:** Cheryllynn Wilkins, Board Liaison  
Office of the Secretary  
**Subject:** Board Correspondence

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

The Department of Employee Trust Funds (ETF) occasionally receives correspondence on behalf of the Retirement Boards regarding proposed or recent changes to the Wisconsin Retirement System and other benefits.

Since the December 8, 2022, Board meeting, the following communication was submitted for the Board's consideration:

1. January 26, 2023 – Email Correspondence – Annuitant Election - Smith

Correspondence for Board consideration is welcome via email to [BoardFeedback@etf.wi.gov](mailto:BoardFeedback@etf.wi.gov) or U.S. postal mail to Department of Employee Trust Funds, c/o Retirement Boards Liaison, P.O. Box 7931, Madison, WI 53707-7931.

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

Reviewed and approved by Pamela Henning, Assistant Deputy Secretary  
Electronically Signed 03/07/23

Board	Mtg Date	Item #
ETF	3.23.23	70

**From:** [Janice Smith](#)  
**To:** [ETF SMB Board Feedback](#)  
**Subject:** Voting for Annuitant ETF board member  
**Date:** Thursday, January 26, 2023 10:01:26 AM

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Recently I received mail requesting that I vote for the annuitant member of the ETF board. To be an informed voter, I had to search your website to learn the focus of the ETF board compared to other boards, especially the WRB, to identify what skills such a rep would need to have.

The names, titles and acronyms can sound the same and are confusing for those of us who only check in for the annual check amounts or dates our checks will be in the bank.

**Recommendation.** In the future I recommend that at least once a year &/or when sending out voting requests, add a sheet that provides the following:

- Org chart of the structure of ETF & 5 boards;
- Role of each board & list of its duties, briefly, to better understand expertise needed by board members to make informed decisions;
- How the "annuitant rep" is expected to communicate with annuitants to know how to represent them;
- What is the vehicle for annuitants to communicate with their reps;
- How do candidates get on the list given to us to choose from: do they nominate themselves? Are they screened?

Thank you for considering these suggestions.



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February 7, 2023

Janice Smith  
[REDACTED]

Dear Ms. Smith:

Thank you for sharing your suggestions relating to the ETF Board annuitant election process. We appreciate your perspective and thank you for your participation in the election.

As background, ETF's governing boards are comprised of seats, which are set up by statutes with specific qualifications members must meet. These membership requirements ensure a broad representation on all governing boards. In addition, the statutes help our governing boards consist of individuals with a wide variety of skills, career and life experiences, and viewpoints. The WRS Annuitant election is one of the elected seats on the [ETF Board](#), and all elected seats are self-nominating.

We have also had other inquiries about how to communicate or hear from the annuitant candidates directly. We will review those suggestions as well as others you provided and determine options or materials to include in future elections.

Again, thank you for taking the time to vote in the WRS Annuitant election and reaching out to us.

Sincerely,

Pam Henning  
Assistant Deputy Secretary  
Office of the Secretary