

MINUTES OF SEPTEMBER 15, 2010, MEETING

**STATE OF WISCONSIN
EMPLOYEE TRUST FUNDS BOARD
EXECUTIVE COMMITTEE**

DRAFT

Holiday Inn Hotel and Suites
1109 Fourier Drive, Madison, WI

COMMITTEE MEMBERS PRESENT:

Marilyn Wigdahl, Chair	Robert Niendorf
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COMMITTEE MEMBERS NOT PRESENT:

Wayne Koessl	
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PARTICIPATING ETF STAFF:

Dave Stella, Secretary Bob Conlin, Deputy Secretary Rhonda Dunn, Executive Assistant	Mary Alice McGreevy, Office of Policy, Privacy & Compliance
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Marilyn Wigdahl, Chair, Executive Committee (Committee), called the meeting to order at 4:30 p.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

***Motion: Mr. Niendorf moved to accept the minutes of the June 23, 2010, Executive Committee meeting, as submitted by the Board Liaison.
Ms. Wigdahl seconded the motion, which passed without objection on a voice vote.***

DEPARTMENT OBJECTIVES AND ACCOMPLISHMENTS

Secretary Stella reviewed and responded to questions from the Committee regarding the July - September 2010 quarterly accomplishments of the Department.

PERSONNEL MATTERS

Ms. Dunn provided an update and responded to questions from the Committee regarding the human resources activities that took place the last quarter.

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GOVERNANCE MATTERS

Mr. Conlin discussed a draft *Policy for Promulgation of Administrative Rules* for the Committee's consideration.

Motion: Mr. Niendorf made a motion that the Executive Committee recommend the ETF Board adopt the Governance Manual Policy for Promulgation of Administrative Rules. Ms. Wigdahl seconded the motion, which passed without objection on a voice vote.

Mr. Conlin reviewed the September 16, 2010, ETF meeting agenda with the Committee.

OPERATIONAL UPDATES

Mr. Stella provided an update on the move to the Department of Revenue building of about 80 ETF staff members as well as the overall facility planning.

ADJOURNMENT

Motion: Mr. Niendorf moved to adjourn the meeting. Ms. Wigdahl seconded the motion, which passed without objection on a voice vote.

The Executive Committee of the ETF Board adjourned at 5:30 p.m.

Date Approved: _____

Signed: _____

Robert Niendorf, Secretary
Executive Committee