

DRAFT

MINUTES

March 7, 2012

Executive Committee
Employee Trust Funds Board
State of Wisconsin



Location:

Department of Employee Trust Funds
801 West Badger Road, Madison, WI

COMMITTEE MEMBERS PRESENT:

Wayne Koessl, Chair
John David, Vice Chair

Robert Niendorf, Secretary

COMMITTEE MEMBERS ABSENT:

None

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Bob Conlin, Secretary
Rob Marchant, Deputy Secretary

Pam Henning, Division of Management
Services

Wayne Koessl, Chair, Executive Committee (Committee), called the meeting to order at 4:02 p.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Motion: Mr. David moved to accept the open minutes of the November 30, 2011, Executive Committee meeting, as submitted by the Board Liaison. Mr. Niendorf seconded the motion, which passed without objection on a voice vote.

DEPARTMENT OBJECTIVES AND ACCOMPLISHMENTS

Mr. Conlin and Mr. Marchant reviewed and responded to questions from the Committee regarding the 2011 Accomplishments Report (Ref. EXC | 3.7.12 | 2A). In particular, the Committee discussed the Department's progress toward meeting its goal of offering more self-service tools for members and employers, including the creation of the Office of Enterprise Initiatives.

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The Committee also discussed the challenges employers and the Department face with regard to changes in reporting requirements resulting from recent legislation. Completing this process is the Department's top priority, with staff from across the Department assisting in the effort.

GOVERNANCE MATTERS

The Committee reviewed the March 8, 2012, Employee Trust Funds (ETF) Board meeting agenda.

PERSONNEL MATTERS

Mr. Conlin and Mr. Marchant reviewed and responded to questions from the Committee regarding the Quarterly Human Resources Activities Report (Ref. EXC | 3.7.12 | 4A). The Department will be reorganizing the Office of Communications so that the Director of the office will be responsible for the Department's internal and external communications strategies and media relations but not for day-to-day legislative relations. The legislative functions will be performed by a dedicated legislative liaison.

Ms. Henning reviewed and responded to questions from the Committee regarding the Secretary's evaluation timetable.

DISCUSSION

The Committee discussed the pros and cons of having the Board Chair meet with editorial boards to discuss the Wisconsin Retirement System (WRS). This is an idea that has been raised, especially in light of the increased public focus on the WRS. The Committee asked Mr. Conlin and Mr. Marchant to review the Board's Governance Manual to ensure that such requests are forwarded to the Department's Office of Communications to be handled.

ADJOURNMENT

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

The Committee adjourned at 5:05 p.m.

Date Approved: _____

Signed: _____

Robert Niendorf, Secretary
Executive Committee