

DRAFT

MINUTES

June 24, 2015

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 (via teleconference)
John David, Vice Chair

Robert Niendorf, Secretary (via teleconference)

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Bob Conlin, Secretary
John Voelker, Deputy Secretary

Pam Henning, Assistant Deputy Secretary

Wayne Koessl, Chair, Executive Committee (Committee), called the meeting to order at 4:03 p.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Motion: Mr. David moved to accept the open session minutes of the April 1, 2015, Executive Committee meeting, as submitted by the Board Liaison. Mr. Niendorf seconded the motion, which passed unanimously on a voice vote.

GOVERNANCE MATTERS

The Committee reviewed the June 25, 2015, ETF Board meeting agenda highlighting:

- A new format for tomorrow's meetings with a working lunch;
- The Annual Valuation of Active Lives and Gain/Loss Analysis by GRS indicates positive news with decreasing WRS contribution rates;
- The state biennial budget contains a proposal that combines the Executive/Elected employment category with the General employment category for purposes of the actuarial valuation;
- The GRS actuary is not recommending any changes to the contribution rates for the Accumulated Sick Leave Conversion Credit Program; and

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- Our new actuary for disability programs, Milliman, is recommending lowering the contribution rates, due to the improved funding status of the Duty Disability Program.

OBJECTIVES AND ACCOMPLISHMENTS

Mr. Voelker discussed the Quarterly Accomplishments Report (Ref. EXC | 6.24.15 | 4A), highlighting:

- Staff training is underway for the Benefit Administration System (BAS) and testing is ongoing for rollout 1. Staff are finding critical bugs, which is influencing the change of the July 20 rollout date. A new go live date is being reevaluated.
- The State Transforming Agency Resources (STAR) project has delayed the July 1 full rollout for finances and procurement to October 1, 2015. Phase 2, scheduled for a January 2016 rollout, continues to require a lot of coordination and discussion of ETF staff with the STAR team, due to the benefits components affecting BAS and our current legacy systems.

Mr. Conlin discussed the enhanced career pages on the external website with an emphasis on ETF's story. The website highlights ETF as good place to work with new images of staff thanks to the excellent work by the Office of Communications.

PERSONNEL MATTERS

Ms. Henning reviewed and responded to questions from the Committee regarding the Quarterly Human Resources Activities Report (Ref. EXC | 6.24.15 | 5A), highlighting:

- The campaign, "EMPOWER: Guiding Women of All Cultures Toward a Strong Financial Future," and;
- Key personnel hires and movements as a result of the reorganization effective April 6.

MOTION TO CONVENE IN CLOSED SESSION

Mr. Koessl announced that the Committee would convene in closed session, pursuant to the exemptions contained in Wis. Stat. § 19.85 (1) (c) for further discussion of personnel matters regarding the Secretary's annual evaluation and salary. Ms. Henning was invited to remain during the closed session.

Motion: Mr. David moved to convene in closed session, pursuant to the exemptions contained in Wis. Stat. § 19.85 (1) (c) for further discussion of personnel matters. Mr. Niendorf seconded the motion, which passed on a roll call vote.

Members voting aye: Koessl, David, Niendorf

Members voting nay: none

THE COMMITTEE CONVENE IN CLOSED SESSION AT 4:43 P.M. AND RECONVENED IN OPEN SESSION AT 4:57 P.M.

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

Mr. Koessler announced that the Committee discussed the Secretary's annual evaluation, compensation and future changes in salary structure.

ADJOURNMENT

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

The meeting adjourned at 5:01 p.m.

Date Approved: _____

Signed: _____

Robert Niendorf, Secretary
Executive Committee