

DRAFT

MINUTES

September 20, 2017

Executive Committee
Employee Trust Funds Board
State of Wisconsin



Location:

Department of Employee Trust Funds
Executive Conference Room – CR 140
801 West Badger Road, Madison, WI

COMMITTEE MEMBERS PRESENT:

Wayne Koessl, Chair (via teleconference)
John David, Vice Chair

Robert Niendorf, Secretary

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Office of the Secretary:

Bob Conlin, Secretary
John Voelker, Deputy Secretary
Pam Henning, Assistant Deputy
Secretary

Division of Management Services:

Stacie Meyer, Human Resources
Director

Wayne Koessl, Chair, Executive Committee (Committee), called the meeting to order at 3:31 p.m.

CONSIDERATION OF MINUTES OF PREVIOUS MEETING

Motion: Mr. David moved to accept the open and closed session minutes of the June 21, 2017, Executive Committee meeting, as submitted by the Board Liaison. Mr. Niendorf seconded the motion, which passed unanimously on a voice vote.

REVIEW EXECUTIVE COMMITTEE CHARTER

Mr. Voelker discussed the Executive Committee Charter, which was last reviewed on April 2, 2015. The Committee determined no changes were necessary.

Board	Mtg Date	Item #
EXC	12.13.17	1

GOVERNANCE MATTERS

The Committee reviewed the agendas of the September 21, 2017, Joint Meeting of the Retirement Boards (JM) and ETF Board, highlighting the following:

- A presentation by Alex Brown, Research Manager from the National Association of State Retirement Administrators, providing an overview on the national perspective of state and local pensions
- A report by Sandy Halim from CEM Benchmarking, Inc., sharing comparisons of ETF's customer service capabilities and effectiveness to other peer pension plans.
- A strategic plan update by Pam Henning and Mark Lamkins on accomplishments to date and ETF's focus on four priorities for the coming year.
- A presentation by John Hoskins on the myETF Employer Readiness for the Benefit Administration System project.
- Operational updates by the Division of Retirement Services on retirement statistics and scorecard activity, and an overview by Lisa Ellinger, Office of Strategic Health Policy Director on the It's Your Choice changes for 2018.
- An update by Pam Henning on ETF's move to the new Hills Farm State Office Building, including timelines and photos.
- A request to transfer oversight of the Employee Reimbursement Accounts program delegation from the ETF Board to the Group Insurance Board.
- A Disability Program redesign update and the administrative rule process status.
- A biennial budget status update by Tarna Hunter on provisions affecting ETF and its programs.
- An overview of the Long-Term Disability Insurance actuarial valuation as of December 31, 2016.

OBJECTIVES AND ACCOMPLISHMENTS

Department Quarterly Progress Report

Mr. Voelker discussed the Quarterly Accomplishments Report (Ref. EXC | 9.20.17 | 5A), highlighting:

- Successful negotiation with 10 health plans for 2018, resulting in no premium increase for members. However, 53,000 members will need to change health plans but 99% will not need to change doctors.
- Negotiated a one-year contract with Navitus, the state's pharmacy benefits manager. Estimated savings over the current contract are approximately \$16 million.
- Significantly increased the security of ETF's computer systems by installing a multifactor authentication system, which requires the use of a security device and PIN to log into all ETF-owned and managed devices.
- Completed a BAS Employer Training webinar series, reaching more than 800 employers through live and recorded presentations.

PERSONNEL MATTERS

Human Resources Report

Ms. Henning reviewed and responded to questions from the Committee regarding the Quarterly Human Resources Activities Report (Ref. EXC | 9.20.17 | 6A). She highlighted the recent Town Hall meeting with the theme “Making a Difference;” the positive Employee Engagement survey results with an 87% response rate; and recruitment efforts including key vacancies and new hires.

MOTION TO CONVENE IN CLOSED SESSION

Mr. Koessler announced 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. Ms. Henning and Ms. Meyer were 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: David, Koessler, Niendorf

Members voting nay: none

The Committee convened in closed session at 4:15 p.m. and reconvened in open session at 4:26 p.m.

ANNOUNCEMENT OF ACTION TAKEN ON BUSINESS DELIBERATED DURING CLOSED SESSION

Mr. Koessler announced that the Committee discussed the Secretary’s compensation.

ADJOURNMENT

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

The Committee adjourned at 4:28 p.m.

Date Approved: _____

Signed: _____

Robert Niendorf, Secretary
Executive Committee