



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

Wisconsin Department
of Employee Trust Funds
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THE SECRETARY'S ROLE

The Secretary of the Department of Employee Trust Funds is appointed by the Employee Trust Funds Board pursuant to s. 40.03 (1) (c), Wis. Stats., to administer the public employee trust funds as defined in s. 40.01, Wis. Stats. The Secretary is expected to work to preserve the financial and actuarial soundness of the Wisconsin Retirement System and to provide high quality services to all participants.

The Secretary provides executive leadership for an agency responsible for the policy development and administration of a broad array of public employee fringe benefits offered by more than 1,495 public employers to over 622,000 participants throughout the State of Wisconsin. The largest of these benefits is the Wisconsin Retirement System.

The Secretary's role includes:

- Ensuring the effective administration and oversight of agency operations;
- Keeping members of the Employee Trust Funds, Group Insurance, Teachers Retirement, Wisconsin Retirement, and Deferred Compensation Boards informed on matters relating to their duties and responsibilities carrying out decisions of the Boards and serving as a primary point of contact for Board members about agency operations and benefit programs;
- Developing and recommending policy (legislation, rules, statutory interpretation) to the Legislature, Governor and Employee Trust Funds, Teachers Retirement, Wisconsin Retirement, Group Insurance, and Deferred Compensation Boards;
- Establishing and maintaining effective relationships with the Governor, the Legislature, the State of Wisconsin Investment Board, the Department of Administration, other state and legislative service agencies, and organizations representing participants and employers, and other stakeholder groups;
- Working with a broad array of third party administrators (such as health insurance providers, life insurance providers, deferred compensation investment option providers and record keepers, actuarial consultants, attorneys, etc.) to assure economical, effective coordination and delivery of services; Participating in national benefit industry-related organizations to stay abreast of best practices in the administration and funding of public pension plans and emerging national trends and policy implications of pension and other public employee benefits.