



STATE OF WISCONSIN  
Department of Employee Trust Funds

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**CORRESPONDENCE MEMORANDUM**

**DATE:** October 26, 2009  
**TO:** Group Insurance Board  
**FROM:** Sharon Walk, Appeals Coordinator  
**SUBJECT:** Pending Appeals

**This memo is provided for informational purposes only. No Board action is necessary.**

There are currently 28 appeals pending before all Boards. Eleven of these are appeals to the Group Insurance Board (GIB).

The oldest pending appeal for the GIB was received on May 22, 2008. While this may seem like an "old" appeal, it is a significant improvement from years ago when it could be three years before a prehearing was scheduled on an appeal. At the present time, parties are contacted within two weeks of receipt of an appeal to discuss the matter. Department staff work with the appellant to determine if the appeal can be resolved without the need for a hearing. If a hearing is necessary, the appeal is forwarded to the Division of Hearings and Appeals (DHA).

Appeals that continue on for a hearing are generally more complex and require considerable time by all parties in order to prepare for the hearing. If the appeal is ultimately challenged in circuit court, the only record that the court will see is the one that is presented at administrative hearing. Therefore, it is critical that all documentation is made available at this stage of the process.

Of the 11 appeals currently pending, two have been referred to DHA for hearing and nine are being reviewed through the IRR process.

Department staff will be available at the December 3, 2009, Board meeting to answer any questions you may have.

Reviewed and approved by Robert J. Conlin, Deputy Secretary.

Signature \_\_\_\_\_

Date \_\_\_\_\_

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GIB	11/10/09	4