



STATE OF WISCONSIN
Department of Employee Trust Funds
Robert J. Conlin
SECRETARY

Wisconsin Department
of Employee Trust Funds
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Correspondence Memorandum

Date: October 23, 2020
To: Group Insurance Board
From: Yikchau Sze, Director
Office of Internal Audit (OIA)
Subject: FY2020 - FY2021 Audit Plan Status

This memo is for informational purposes only. No Board action is required.

The following is a summary of audit engagements completed or in progress and the status of other OIA activities from August 21, 2020 through October 23, 2020.

Engagements Completed

- WRS Member Account Adjustments Audit
- TPA Contract Transition - TASC Balances Audit
- WRS Member Bank Accounts Audit
- Disability Annuity Benefit Audit
- Network Security Audit
- Endpoint Imaging Audit

Engagements In-Progress

- Retired Lives Data Extract Audit – Field Work
- Employer Reporting Special Project – Field Work
- Statement of Benefits Abnormal Balances Review – Planning
- Vulnerability Management Audit – Field Work

Other Activities

- Provided Third-Party Contract Compliance Audit Oversight
 - Participated in periodic audit check-in meetings
 - Reviewed audit reports drafted by independent auditors and provided feedback to program managers
 - Assisted program managers in the development of statement of work for the upcoming contract compliance audits
- Provided oversight to the SOC1 and SOC2 reviews

Board	Mtg Date	Item #
GIB	11.18.20	12J

- Collaborated with business areas to develop a formal anti-fraud program at ETF
- Tracked the status of all open audit issues, including TPA contract compliance audits completed in FY2020, through the quarterly Open Audit Issue Report (see Attachment A for the summary)
- Monitored activities of fraud hotline—one incident was reported anonymously during this reporting period

Staff will be available at the Board meeting to answer any questions.

Attachment A: Open Audit Issues Report Summary Memo



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Correspondence Memorandum

Date: August 21, 2020
To: Audit Committee
From: Yikchau Sze, Director
 Office of Internal Audit (OIA)
Subject: Open Audit Issues Report

This memo is for informational purposes only. No action is required.

The Open Audit Issues report tracks recommendations raised by the OIA for all internal audits. OIA updates the Open Audit Issues report quarterly, based on status reported by management. Management is responsible for timely completion of actions that address audit findings. OIA is responsible for tracking progress reported by management and performing follow-up audits to confirm the completion of corrective actions if deemed necessary.

The table below provides a summary of all audits with findings that have not been closed as of August 21, 2020. Compared with the status reported in the last quarter:

- All audit findings from the Health Insurance Billing audit was closed
- Wisconsin Deferred Compensation audit was added to the tracking report

Open Audit Issues Summary

Program	Audit Performed by	Audit Recommendations				Total Outstanding
		Closed	In Progress	Open	Over Due	
LTDI Audit	OIA	-	3	-	-	3
Total - Internal Audit			3	-	-	3
Uniform Dental Insurance Program Audit	CTI	9	1	-	-	1
Data Warehouse & Visual Business Intelligence Services Audit	Segal	11	-	5	-	5
Health Savings Account (HSA), Employee Reimbursement Accounts (ERA), and Commuter Fringe Benefit Accounts (CB) Audit	Wipfli	-	2	-	-	2
Wisconsin Deferred Compensation Audit	Wipfli	3	1	1	-	2
Total - External Audit			4	6	-	10
Report Total			7	6	-	13