



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

Wisconsin Department
of Employee Trust Funds
PO Box 7931
Madison WI 53707-7931
1-877-533-5020 (toll free)
Fax 608-267-4549
etf.wi.gov

Correspondence Memorandum

Date: January 29, 2024

To: Group Insurance Board
Deferred Compensation Board
Employee Trust Funds Board
Teachers Retirement Board
Wisconsin Retirement Board

From: Erin Casper, Board Liaison
Kimberly Schnurr, Board Liaison
Office of the Secretary

Subject: Governance Manual Updates

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

The following items of the *Governance Manual* have been updated:

- Table of Contents
- Overview
 - Employee Trust Funds Key Contacts¹
 - Board Policies and Procedures
 - Delegation of Governing Board Authority Table
 - ETF Administrated Program Fact Sheets
- Employee Trust Funds (ETF) Board, Teachers Retirement (TR) Board, and Wisconsin Retirement (WR) Board
 - Retirement Board Membership Rosters
 - Committee Charters of the ETF Board
- Group Insurance Board (GIB)
 - GIB Membership Roster
 - Reserve Policy for the Group Health Insurance Program
- Deferred Compensation (DC) Board
 - DC Board Membership Roster
 - Wisconsin Public Employees Deferred Compensation Plan and Trust Document
 - Administrative Expense Account Investment and Target Balance Policy

¹ Accessible only through Box.

Pamela L Henning

Reviewed and approved by Pam Henning, Assistant Deputy Secretary
Electronically Signed 02/07/2024

Board	Mtg Date	Item #
GIB	02.21.24	10L

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- Investment Policy Statement
- Stable Value Fund Sub-Advisor Change Policy
- WDC Program Financial Statements Audit
- WDC Program Contract Compliance Audit

To update your copy of the *Governance Manual*, please use the following link:

<https://ef.wi.gov/boards/governance-manual/gm-table-contents>.

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