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**Department of Employee Trust Funds**  
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## ***Correspondence Memorandum***

**Date:** April 19, 2024  
**To:** Group Insurance Board  
**From:** Yikchau Sze, Director  
Office of Internal Audit (OIA)  
**Subject:** Quarterly Audit Report of All OIA Activities

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

The following is a summary of audit engagements completed, in progress, and the status of other OIA activities Jan. 27–April 19, 2024.

### **Engagements Completed**

- Health Plan Performance Standards Reporting Assessment
- Duty Disability Benefits Audit
- Annuity Calculation Periodic Review

### **Engagements In Progress**

- Health Plan Performance Standards Design Review
- Wisconsin Deferred Compensation Program Contract Compliance Audit
- Insurance Administration System (IAS) Project Management Oversight
- WebMD Wellness Program Contract Compliance Audit

### **Other Activities**

- Providing Third-Party Administrator contract compliance audit oversight
- Participating in the review of the Request for Proposals (RFP) for the audit requirements
- Developing OIA data analytics project
- Providing oversight for annual System and Organization Controls (SOC) 1 Type 2 reporting
- Monitoring ETF fraud hotline
- Adjusting the current audit plan in response to the delay of the IAS implementation

Board	Mtg Date	Item #
GIB	05.23.24	10N

Quarterly Audit Report of All OIA Activities

April 19, 2024

Page 2

- Updated the status of all open audit issues through the quarterly Open Audit Issue Report (see Attachment A)<sup>1</sup>

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

Attachment A: [Open Audit Issues Report Summary Memo](#)

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<sup>1</sup> The Open Audit Issues Report is updated quarterly prior to the Audit Committee meeting. Attachment A contains the same information provided to the Audit Committee during its March 28, 2024, meeting.