

STATE OF WISCONSIN Department of Employee Trust Funds

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Governance Manual

For the Employee Trust Funds, Wisconsin Retirement and Teachers Retirement Boards

Overview

- 1. Meeting Dates
- 2. Employee Trust Funds' Key Contacts
- 3. Responsibilities of Governing Boards
- 4. <u>ETF Programs and Governing Board Authority</u>
- 5. Board Member Time Commitment Overview
- 6. Retirement Board Quarterly Base Agendas
- 7. Board Rosters

Employee Trust Funds Board Wisconsin Retirement Board

Teachers Retirement Board

8. Board Committee Charters

Audit Committee

Budget and Operations Committee

Executive Committee

- 9. The Secretary's Role
- 10. Employee Trust Funds' Functional Organization Chart
- 11. Fact Sheets

Wisconsin Retirement System Fact Sheet

Accumulated Sick Leave Credit Conversion Program (ASLCC) &

Employee Reimbursement Accounts (ERA) Program

12. Administrative Appeals Process

Ethics and Fiduciary Duty

- 1. "Who is a Fiduciary?"
- 2. Attorney General Opinion (OAG-2-06) on Board Member Liability
- 3. Fiduciary Duty Overview
- 4. Wisconsin Public Records Law Training

Legislation

- 1. History of Employee Trust Funds
- 2. <u>Legislative Oversight Committee: Joint Survey Committee on</u>
 <u>Retirement Systems</u>
- 3. Chapter 40

Wisconsin Retirement System (WRS) Funding

Wisconsin Retirement System Benefit Summary

WRS Funding Policy (Revised 3/24/22)

Duty Disability Program Reserve Policy (Reviewed 6/23/22)

Board Policies

Board policies will be added the *Governance Manual* as adopted by the Employee Trust Funds Board

Board Member Compensation and Reimbursement Policy (Reviewed 6/23/21)

Board Member Qualification Policy (Reviewed 6/23/21)

Board Member Resignation Procedure (Reviewed 9/20/18)

Board Public Notice Protocol (Reviewed 6/23/21)

Communications Policy (Revised 6/21/18)

Conflict of Interest Policy (Reviewed 6/23/21)

Conduct of Board Meetings Policy (Revised 9/19/19)

Delegation of Governing Board Authority Table (Revised 8/22/22)

Privacy of Personal Information Policy (Reviewed 3/21/19)

Vendor Procurement Appeals Policy (Reviewed 3/21/19)