



Governance Manual

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

Overview

1. [Meeting Dates](#)
2. [Employee Trust Funds' Key Contacts](#)
3. [Organization and Responsibilities of Boards](#)
4. [ETF Programs and Governing Board Authority](#)
5. [Board Member Commitment Overview](#)
6. [Retirement Board – Quarterly Base Agendas](#)
7. Board Rosters
 - [Employee Trust Funds Board](#)
 - [Wisconsin Retirement Board](#)
 - [Teachers Retirement Board](#)
 - [Group Insurance Board](#)
 - [Deferred Compensation 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
 - [Group Health Insurance](#)
 - [Group Life Insurance Program](#)
 - [Uniformed Dental Benefit](#)
 - [Supplemental Benefits](#)
 - [Income Continuation Insurance Program-State](#)
 - [Income Continuation Insurance Program-Local](#)
 - [Pharmacy Benefits Program](#)
 - [Ombudsperson Services Program](#)
 - [Wisconsin Retirement System Fact Sheet](#)

[Accumulated Sick Leave Credit Conversion Program \(ASLCC\) & Supplemental Health Insurance](#)
[Employee Reimbursement Accounts \(ERA\) Program](#)
[Deferred Compensation 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. [DOA Guidance on Lobbying and Ethics Law](#)
5. [Wisconsin Public Records Law Training](#)

Legislation

1. [History of Employee Trust Funds](#)
2. [Legislative Oversight Committee: Joint Survey Committee on Retirement Systems](#)
3. [Chapter 40](#)

WRS Funding

[Wisconsin Retirement System Benefit Summary](#)
[WRS Funding Policy](#) (Revised 3/25/21)
[Duty Disability Program Reserve Policy](#) (Adopted 6/20/19)

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 6/20/19)
[Privacy of Personal Information Policy](#) (Reviewed 3/21/19)
[Vendor Procurement Appeals Policy](#) (Reviewed 3/21/19)