Welcome!

The Division of Retirement and Benefits has recently undergone a re-organization.

Find out what this means to you:

Finance Section

- Accounting
- Active Payroll
- Retiree Payroll (Distributions)

Finance Section

Kevin Worley, Chief Financial Officer

(907) 465-5703 | kevin.worley@alaska.gov

Christina Maiquis, Accounting Supervisor

(907) 465-1845 | christina.maiquis@alaska.gov

Active Payroll & Retiree Payroll

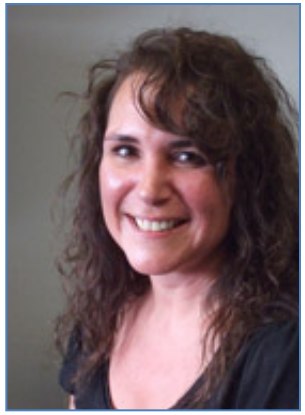
Brian Sylvester, Retiree Payroll Supervisor

(907) 465-5706 | brian.sylvester@alaska.gov

Erika Burkhouse, Active Payroll Supervisor

(907) 465-5715 | erika.burkhouse@alaska.gov

Active Payroll



Mandy Ireland, Retirement & Benefits Specialist

Employer numbers 502 through 524 and 101

(907) 465-5716 | amanda.ireland@alaska.gov

Leigh Ann Rose, Retirement & Benefits Technician

(907) 465-3862 | leighann.rose@alaska.gov

Employer numbers 102 through 160 and 173

(excluding 110, 111, 113, 117, and 145)

Active Payroll

Linda Zagar, Retirement & Benefits Technician
(907) 465-3765 | linda.zagar@alaska.gov

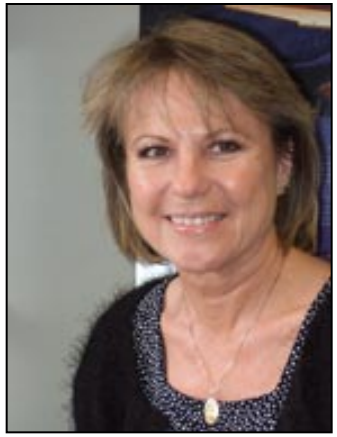
Employer numbers 101, 501, 601, 901
(excluding 701, 706, 722, 733, 736, 746)

Courtney Oliva, Retirement & Benefits Technician
(907) 465-5709 | courtney.oliva@alaska.gov

Employer numbers 110, 111, 113, 117, 145, 180, 190,

701, 706, 722, 733, 736, 746

Active Payroll



Lyn Fiehler, Retirement & Benefits Technician

(907) 465-5713 | lyn.fiehler@alaska.gov

Employer numbers 222, 228 through 298

Vacant, Retirement & Benefits Technician

(907) 465-5714 | Vacant

Employer numbers 222, 228 through 298

Retiree Payroll

Tushyne Eyre, Retirement & Benefits Technician

(907) 465-5702 | tushyne.eyre@alaska.gov

Supplemental Benefits System Refunds

Tonia Haggard, Retirement & Benefits Technician

(907) 465-5708 | tonia.haggard@alaska.gov

Public Employees' Retirement System and Teachers' Retirement System Refunds

Retiree Payroll

Cynthia Johnson, Retirement & Benefits Technician

(907) 465-3366 | cynthia.johnson@alaska.gov

Deferred Compensation Plan Refunds

Robert Riggs Jr. Retirement & Benefits Technician

(907) 465-1844 | robert.riggs@alaska.gov

Retiree Payroll

Laurie Helfinstine, Retirement & Benefits Tech I

(907) 465-3104 | laurie.halfinstine@alaska.gov

Lucy Ibesate, Accounting Tech III

(907) 465-5988 | lucy.ibesate@alaska.gov

Discussion Topics

- Adjustments
- Turn-Around Reports
- Payment Options
- Electronic Summary
- Daily Balance File
- Website Navigation
- Rates

Adjustments

Things to remember when adding an adjustment record:

- All contributions associated with the salary should be adjusted by pay period end date.
- Use the calculator button when creating an adjustment record (except HRA).
- HRA will need to be changed to zero if your not adjusting the salary as a whole.

Alaska Division of Retirement and Benefits

Adjustments

Things to remember when adding an adjustment record:

- If you have an employee who has been terminated for more than 60 days, please contact your payroll technician before submitting an adjustment record.
- If you have multiple adjustment records for one individual they must be submitted by pay period end date, not submitted as one lump sum.

Adjustments

Employer eReporting

Control | New Employee | Personnel Change | Events | Payroll | Adjustments | Trueups | Additional Amounts | Group Update

Banking | Reports | User Maintenance | User Profile | Logout

Employer: 101-P-STATE OF ALASKA Payroll: 223254: S: 10/15/2011

SSN: [ ] Search Records per Page: 20 Filter by Plan: --ALL--

#	SSN / Name	OCC / PreTax	Status / PostTax	Plan / Vol/Sup	Gross / RMP	PT Hrs / PPE	Pay Type / HRA	EE Contrib / ODD	ER Match / DBUL	
1	XXX-XX-XXXX	A - ALL O	FULL TIM	DB	-500.00	0.00	ADJUSTM	-33.75	-110.00	Delete
		0.00	0.00	0.00	0.00	05/04/2011	0.00	0.00	0.00	trueup
2	XXX-XX-XXXX	A - ALL O	FULL TIM	DB	1,500.00	0.00	ADJUSTM	101.25	330.00	Delete
		0.00	0.00	0.00	0.00	07/15/2011	0.00	0.00	0.00	trueup
3	XXX-XX-XXXX	A - ALL O	FULL TIM	DB	1,500.00	0.00	ADJUSTM	101.25	330.00	Delete
		0.00	0.00	0.00	0.00	07/31/2011	0.00	0.00	0.00	trueup
4	XXX-XX-XXXX	A - ALL O	FULL TIM	DC	-500.00	0.00	ADJUSTM	-40.00	-25.00	Delete
		0.00	0.00	0.00	-2.55	07/15/2011	0.00	-1.00	-7.36	trueup
5	XXX-XX-XXXX	A - ALL O	FULL TIM	DC	-1,500.00	0.00	ADJUSTM	-120.00	-75.00	Delete
		0.00	0.00	0.00	-7.65	07/31/2011	-74.09	-3.00	-170.26	trueup

Mark all as True Up Adjustments - Unmark all

Page: 1 *

<< Previous

Save Add [ ] Rows Add 1 Row

Adjustments

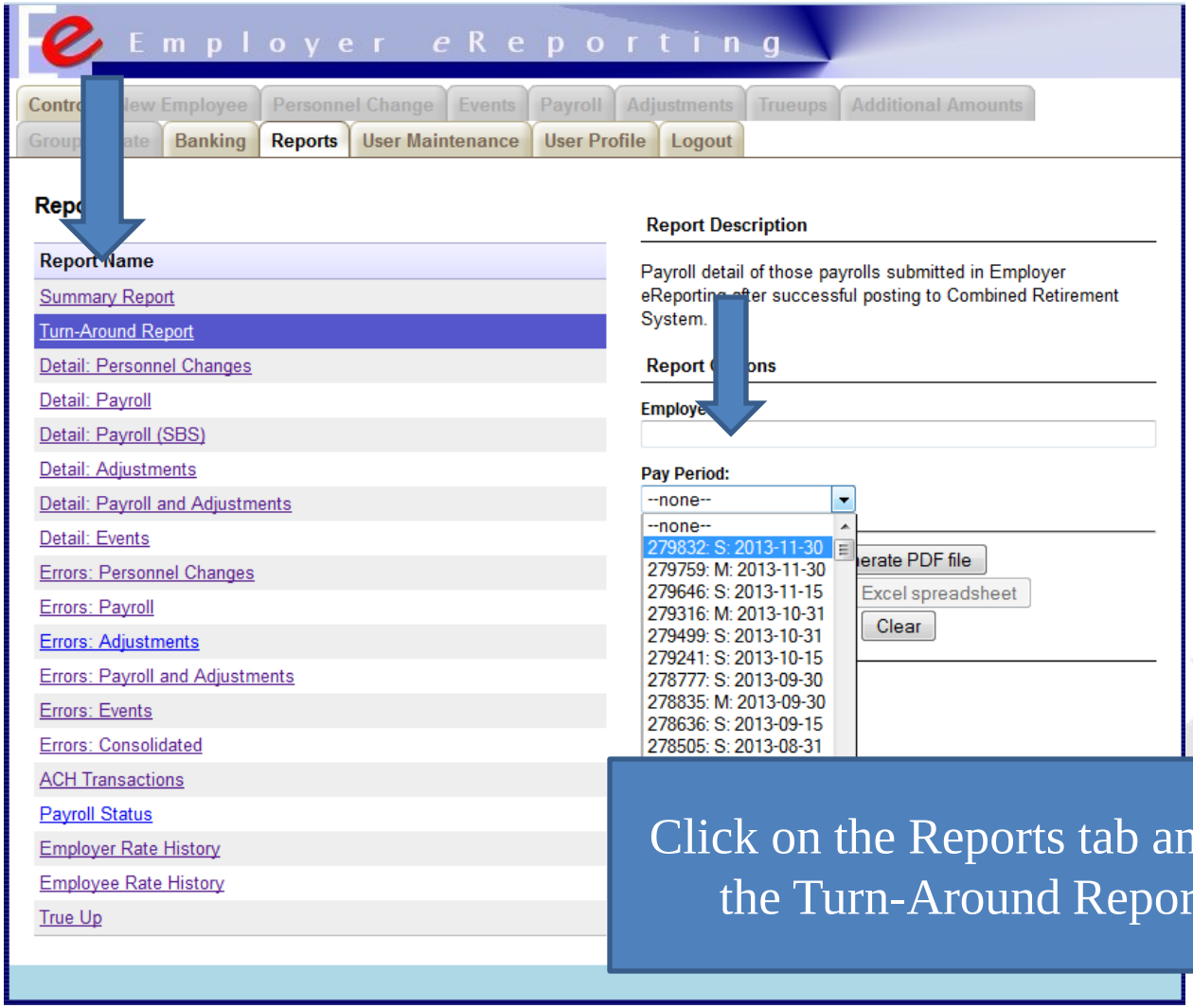
- Please contact your Payroll Technician if you have a “Make Whole Adjustment” or if you have any questions on how to report and Adjustment Record.

Turn-Around Report

- You may use the Turn-Around Report to reconcile contributions previously submitted to the Division, once they are processed through our Combined Retirement System.

- Turn-Around Reports are a great way to track all contributions on an individual participant level.

Turn Around Reports



Click on the Reports tab and then on the Turn-Around Report Link

Turn-Around

PRP360 PROCESSED CONTRIBUTION REPORT - DEFINED BENEFITS COMBINED RETIREMENT SYSTEM

DATE PROCESSED 12/09/2013 PO BOX 110203,JUNEAU ALASKA 99811-0203 PAGE 1

104 - CONTRIBUTIONS FOR 11/30/2013 PAYROLL WITHHOLDING

P - PERS

PAY CYC	SSN	MEMBER NAME	PAY TYPE	PAY PERIOD END DATE	CURR STAT	O C	IND TYPE	IND NUM	IND AMOUNT	GROSS SALARY	MANDATORY	VOL/SUPP	ERS	HOURS WORKED
S			N	11/30/2013	F	A		0	.00	1,580.27	106.67	.00	347.66	.00
S			N	11/30/2013	F	A		0	.00	2,274.57	153.53	.00	500.41	.00
S			N	11/30/2013	F	A		0	.00	2,085.30	140.76	.00	458.77	.00
S			N	11/30/2013	F	A		0	.00	1,372.15	92.62	.00	301.87	.00
S			N	11/30/2013	F	A		0	.00	2,068.89	139.65	.00	455.16	.00
S			N	11/30/2013	F	A		0	.00	1,703.34	114.98	.00	374.73	.00
S			N	11/30/2013	F	A		0	.00	2,100.15	141.76	.00	462.03	.00
S			N	11/30/2013	F	A		0	.00	2,259.23	152.50	.00	497.03	.00
S			N	11/30/2013	F	A		0	.00	1,659.71	112.03	.00	365.14	.00
S			N	11/30/2013	F	A		0	.00	2,106.77	142.21	.00	463.49	.00
S			N	11/30/2013	F	A		0	.00	1,141.69	77.06	.00	251.17	.00
S			N	11/30/2013	P	A		0	.00	1,387.52	93.66	.00	305.25	49.43
S			N	11/30/2013	F	A		0	.00	1,999.76	134.98	.00	439.95	.00

Turn-Around

S	N	11/30/2013	F	A	0	.00	1,964.87	132.63	.00	432.27	.00
S	N	11/30/2013	F	A	0	.00	2,499.59	168.72	.00	549.91	.00

FUND P PROCESSED CONTRIBUTION REPORT - DEFINED BENEFITS COMBINED RETIREMENT SYSTEM

DATE PROCESSED 12/09/2013 PO BOX 110203,JUNEAU ALASKA 99811-0203 PAGE 4

CONTRIBUTIONS FOR 11/30/2013 PAYROLL WITHHOLDING

NORMAL PAYROLL	REPORTED		PROCESSED		DIFFERENCE
GROSS MEMBERSHIP PAYROLL		268,773.56		268,773.56	.00
	COUNT	AMOUNT	COUNT	AMOUNT	AMOUNT
EMPLOYEE MANDATORY CONTRIBUTIONS	132	18,142.25	132	18,142.25	.00
EMPLOYEE VOLUNTARY/SUPP. CONTRIBUTIONS	0	.00	0	.00	.00
EMPLOYEE INDEBTEDNESS PAYMENTS	0	.00	0	.00	.00
EMPLOYER MATCH CONTRIBUTIONS	132	59,130.23	132	59,130.23	.00
SUBTOTALS		77,272.48		77,272.48	.00

ADJUSTMENTS	REPORTED		PROCESSED		DIFFERENCE
GROSS MEMBERSHIP PAYROLL		.00		.00	.00
	COUNT	AMOUNT	COUNT	AMOUNT	AMOUNT
EMPLOYEE MANDATORY CONTRIBUTIONS	0	.00	0	.00	.00
EMPLOYEE VOLUNTARY/SUPP. CONTRIBUTIONS	0	.00	0	.00	.00
EMPLOYEE INDEBTEDNESS PAYMENTS	0	.00	0	.00	.00
EMPLOYER MATCH CONTRIBUTIONS	0	.00	0	.00	.00

Payment Options

- Check
- ACH (automated clearing house)
- eReporting payment options
- What is the difference between ACH and eReporting payment option?

Alaska Division of Retirement and Benefits

Advantages of eReporting payment

- Checks get lost in the mail. The bank may charge you stop/payment/re-issue fee.
- ACH requires a Memo which is an extra step and you must go into your bank account in order to send the payment.
- When using eReporting as your payment option, this is executed while you are in the eReporting application by choosing your “friendly name”.

Electronic Summary Page

- An Electronic eReporting Summary page is something that we would like to implement in the future.
- What does this mean? Instead of faxing or emailing the eReporting summary page, a simple click of a button would automatically send the summary page to DRB.
- Questions/Comments?

Alaska Division of Retirement and Benefits

Daily Balance File

- We are currently working on a process that would implement a member daily balance file from Great West Retirement to the Division of Retirement and Benefits for all Defined Contribution Retirement Accounts.
- The need for the daily balance file is due to contribution back-outs that cause the member account to go into a negative status.
- When DRB receives the back-out, we process the payroll and then upload the payroll data to Great West Retirement.

Daily Balance File

- Great West Retirement will reject the payroll file upload if the balance of the participant account is less than that of the back-out. This could be due to the fluctuation in the market.

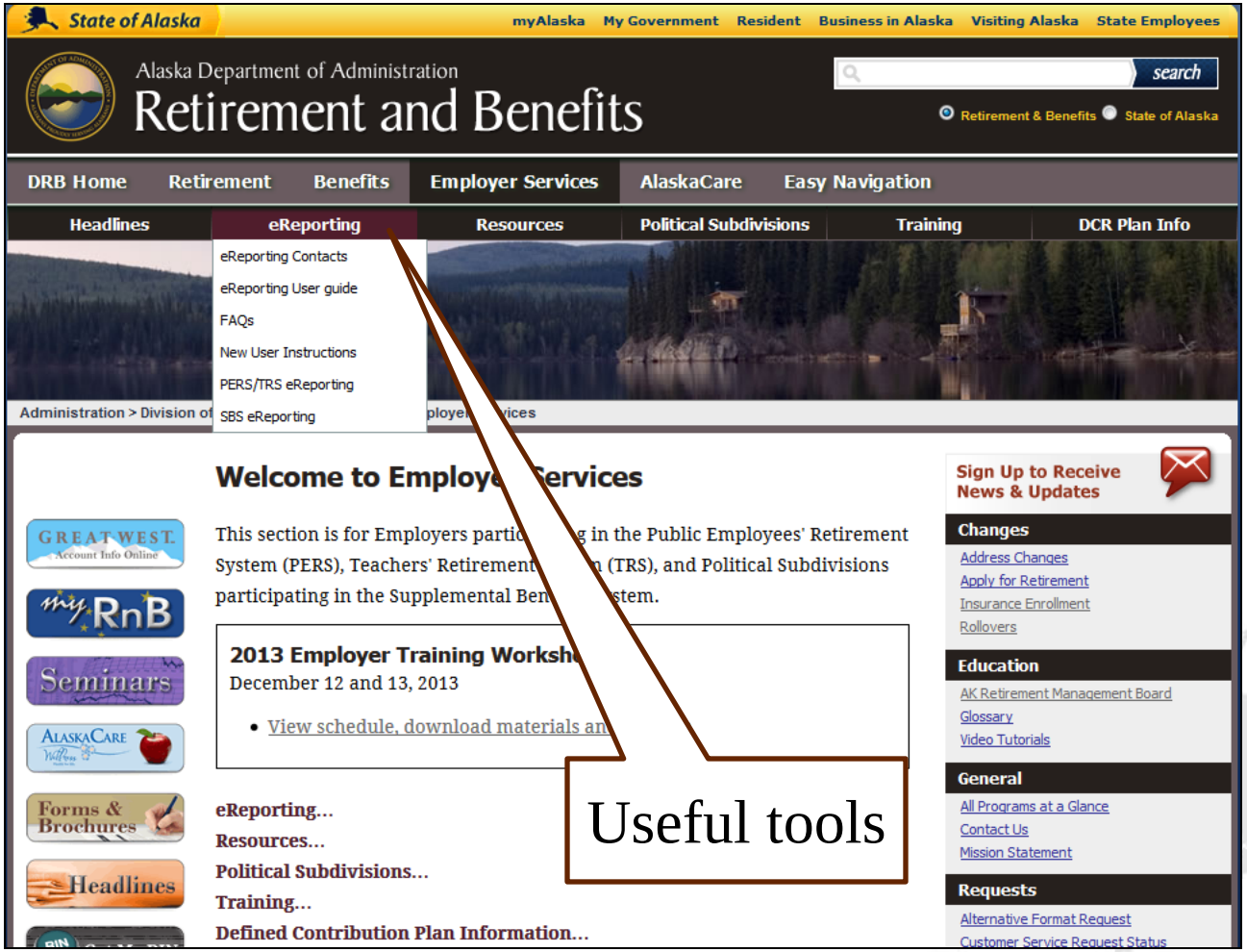
- What does this mean for employers? An error may occur in eReporting if the back out is greater than that of the account balance.

Website Navigation

The Division website has recently undergone an overhaul in order to make navigation easier and more efficient for our participants and employers.

Our forms are frequently updated. It is very important for you, as employers, to make sure you are using the most recent forms.

How can we better serve our employers with the information provided on our website?


State of Alaska
myAlaska
My Government
Resident
Business in Alaska
Visiting Alaska
State Employees
Alaska Department of Administration
Retirement and Benefits
search
Retirement & Benefits
State of Alaska
DRB Home
Retirement
Benefits
Employer Services
AlaskaCare
Easy Navigation
Headlines
eReporting
Resources
Political Subdivisions
Training
DCR Plan Info
eReporting Contacts
eReporting User guide
FAQs
New User Instructions
PERS/TRS eReporting
SBS eReporting
Administration > Division of
Welcome to Employ
ervices
This section is for Employers parti
g in the Public Employees' Retirement
System (PERS), Teachers' Retirement
n (TRS), and Political Subdivisions
participating in the Supplemental Ben
stem.
2013 Employer Training Worksh
December 12 and 13, 2013
View schedule, download materials an
eReporting...
Resources...
Political Subdivisions...
Training...
Defined Contribution Plan Information...
Useful tools
Sign Up to Receive News & Updates
Changes
Address Changes
Apply for Retirement
Insurance Enrollment
Rollovers
Education
AK Retirement Management Board
Glossary
Video Tutorials
General
All Programs at a Glance
Contact Us
Mission Statement
Requests
Alternative Format Request
Customer Service Request Status
GREAT WEST
Account Info Online
my RnB
Seminars
AlaskaCare
Forms & Brochures
Headlines

Payroll Processing Contacts

Employer eReporting/Payroll Processing Contacts

If you have any questions, below is the name, phone number and email address of each employer's payroll processing point of contact with the Division, or you can contact Erika Burkhouse, Retirement & Benefits Specialist (payroll processing supervisor) directly at (907) 465-5715 or email her at erika.burkhouse@alaska.gov.

Employer #'s:
110, 111, 113, 117, 145, 180, 190, 502-522, 701, 706, 722, 733, 736, 746

Courtney Oliva, Retirement & Benefits Technician II
Phone: (907) 465-5709
courtney.oliva@alaska.gov

Employer #'s:
102 through 160 and 173 (excluding 110, 111, 113, 117, & 145)

Leigh Ann Rose, Retirement & Benefits Technician II
Phone: (907) 465-3862
leighann.rose@alaska.gov

Employer #'s:
161 through 227 (excluding 173, 180, 190)

Vacant, Retirement & Benefits Technician II
Phone: (907) 465-5714

Employer #'s:
228 through 298

Lyn Fiehler, Retirement & Benefits Technician II
Phone: (907) 465-5713
lyn.fiehler@alaska.gov

Employer Rates

State of Alaska | myAlaska | My Government | Resident | Business in Alaska | Visiting Alaska | State Employees

Alaska Department of Administration
Retirement and Benefits

search

Retirement & Benefits | State of Alaska

DRB Home | Retirement | Benefits | Employer Services | AlaskaCare | Easy Navigation

Headlines | eReporting | Resources | Political Subdivisions | Training | DCR Plan Info

Administration > Division of Retirement and Benefits > Employer Services > Resources > Employer Contribution Rates

PERS S Employer Contribution Rates

Define efit (DB) and Defined Contribution Retirement (DCR) Plans

- Fiscal Year 2015
- Fiscal Year 2014
- Fiscal Year 2013
- Fiscal Year 2012
- Fiscal Year 2011
- Fiscal Year 2010
- Fiscal Year 2009

Defined Benefit Plan

- Fiscal Year 2007 and 2008

Defined Contribution Plan

- Fiscal Year 2008
- Fiscal Year 2007 and 2008

GREAT WEST Account Info Online | my RnB | Seminars | AlaskaCare | Forms & Brochures | Headlines | Get My RIN

Sign Up to Receive News & Updates

Changes

- Address Changes
- Apply for Retirement
- Insurance Enrollment
- Rollovers

Education

- AK Retirement Management Board
- Glossary

Current and Previous Rates can always be found on our website.

FY 2015 Rates have just been added to our website. Notification will be sent in the next Employer's Edge

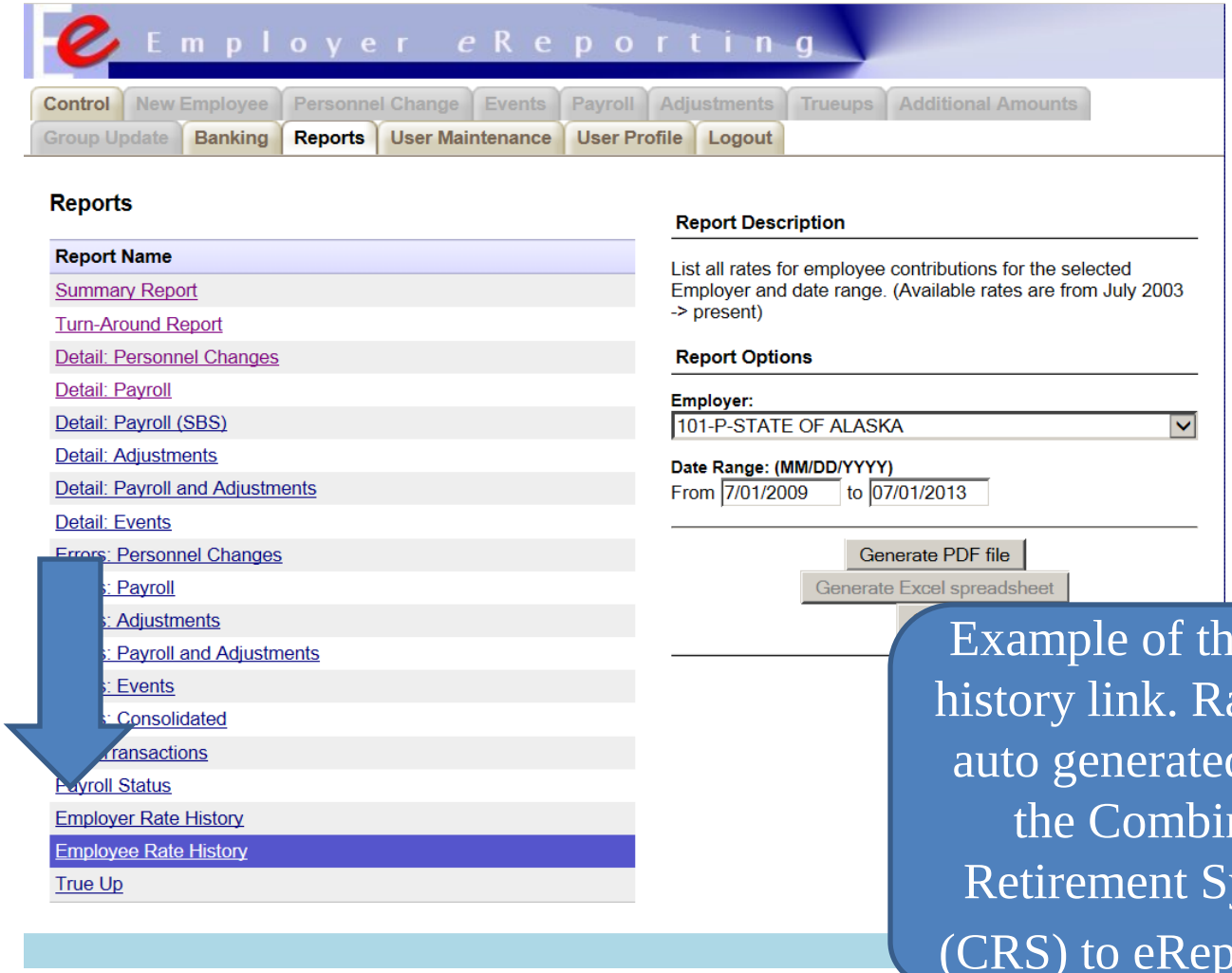
Employer Rates

Can also be found in eReporting.

Simply click on the Report Tab and the link near the bottom of the page.

We have had employers tell us that the rates are in correct in eReporting. Normally the incorrect rate is internal to the employer's payroll system.

Employer Rates in eReporting



Example of the Rate history link. Rates are auto generated from the Combined Retirement System (CRS) to eReporting.

Occupational Disability DCR

Please note that if an occupational disability is approved by the Division's Disability Section, all contributions must be reported with the exception of DBUL. Your payroll contact can walk you through this process.

Alaska Division of Retirement and Benefits

Wrap Up

- Questions or Concerns: