



Employers' Edge

Employer news from the
Alaska Division of
Retirement and Benefits

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Counselors a Valuable Resource



Field Counselors (from left): Pam Couzin, Brian Schmidt, Judy Hall

The Division's counselors are a valuable resource to both employees and employers. Our field counselors have prepared their [travel schedules](#) for the 2009-2010 season. The "official" travel season begins in late August and continues

through the end of May. Field counselors try to visit as many employers as economically and physically possible. Their goal is to educate TRS and PERS members about the benefits provided to them by you, the employer.

Counselors make the following services available in the communities they visit:

- Seminars for large groups, job-site visits, small group meetings, and individual counseling sessions
- Seminars include information on:
 - saving for the future
 - disability benefits
 - survivor benefits for active employees
 - retirement and survivor benefits for employees nearing retirement

Counselors also provide services to you, the employer, including:

- Training in benefits
- In-service training
- Classification of employees
- Amending participation agreements and other issues

To make visits as beneficial as possible to all involved, counselors need your cooperation in the following ways:

- Assist with appointment set-up for individual counseling, arrange group or job site meetings, and notify employees of dates counselors will be available at your location
- Work with counselors to ensure that new employees in the Defined Contribution Retirement (DCR) Plan have adequate knowledge of their benefits and pre-arrange on-site introductory seminars for these members

If it is not possible for a counselor to physically visit a community, a counselor can provide seminars, group meetings, and individual counseling via teleconference, videoconference and, coming soon, via the Internet.

If you have any questions regarding counselors and the services they can provide, please contact Bernadette Blankenship, Benefit Education Supervisor at 465-3225 or at Bernadette.Blankenship@alaska.gov.

To see which counselor is assigned to your area, please visit the [Regional Counselor's web page](#), listed under "Quick Links" on the Division's home page.

Reporting PERS/TRS Events

Employers must submit all events on a normal payroll file. The division can no longer accept a file that is an "Event only" file. Events *must* be reported on a *normal* payroll file.

FY 2009 Contribution True-up Begins in August

The FY09 contribution true-up is expected to begin in August, once the Division has received and posted the majority of the end of the fiscal year payrolls. Like last year, the FY09 true-up will include the following Defined Benefit (DB) and Defined Contribution Retirement (DCR) Plan contribution types:

- DB and DCR Employer match (ER)
- DB Employee mandatory contributions (EE)
- DB TRS Supplemental contributions (Sup)
- DCR Occupational Death & Disability (ODD)
- DCR Retiree Medical Plan (RMP)
- DCR Health Reimbursement Arrangement (HRA)
- Defined Benefits Unfunded Liability (DBUL)

Once this process is complete, the Division will provide employers with true-up information for any account with an overage or shortage in any of the contribution types via **eReporting**. The Division will contact employers directly with more detailed information on how to make the proper adjustments.



Note: If you have not completed your FY08 true-up, now is the time. Please contact your [R&B Payroll Technician](#) for details.

Reminder: New Hire Information

Please remember that you are required to provide all new PERS/TRS DCR Plan employees the [Target Trust Default Fact Sheet](#) that informs new employees about their automatic enrollment in a target trust (Trust) option.. This is in addition to any other new hire information you give to new employees.

The [Target Trust Default Fact Sheet](#), along with other information for new hires, can be found at the [HR New Hire Info link](#) under [Employer Services](#) on the division's website.

Reminder: Hiring a PERS or TRS Retiree?

If you are aware that you are hiring a PERS or TRS retiree, please make sure you have the retiree fill out either the [PERS Standard Option - Reemployed Retiree form](#) (pers018) or the [TRS Standard Option - Reemployed Retiree form](#) (trs009). It is the employee's responsibility to submit this form to the division.

When a retiree becomes an active member in the PERS or TRS, benefit payments are suspended during the period of reemployment, as well as major medical insurance benefits under the AlaskaCare Retiree Health Plan. If a retiree is participating in the Dental-Vision-Audio (DVA) program, that coverage also ends.

Failure to inform the division of a return to work could result in significant financial repercussions for a retiree and/or an

employer.



PERS and TRS Publications Available Online

The following PERS and TRS publications are available at the "[Publications](#)" link on the [Division of Retirement and Benefits website](#):

PERS Publications:

- [PERS Comprehensive Annual Financial Report](#)
- [Actuarial Valuation Reports and Supplemental to the Valuation Reports](#)
- [Financial Statements](#)

TRS Publications:

- [TRS Comprehensive Annual Financial Report](#)
- [Actuarial Valuation Reports](#)
- [Financial Statements](#)

To navigate to any division reports, follow these steps:

1. Go to the division's website at www.state.ak/us/drb
2. In the "Quick Links" column on the right, click on "[Publications](#)"
3. Click on the appropriate system, plan or fund.
4. Select the report you want to view.

If you prefer a hard copy of these reports, please contact the Division of Retirement and Benefits at (907) 465-5711.

Updated Forms and Brochures

The following forms and brochures have been updated since the last newsletter. Please be sure to use only the updated forms. Printing from the [division website](#) will assure you always have the most current version.

Form No.	Description
trs031	TRS Application for Outside Service Credit



We hope you find this employer newsletter helpful. If you have any questions or suggestions please feel free to contact us. Any feedback from you will be greatly appreciated. Click here for all [past issues](#). Email your comments to the editor, [Barbara Kelly](#).

Accounting Section (907) 465-1444	Pension Adjustments Unit (907) 465-1400
Audit Section (907) 465-5707	Pre-Retirement Services Unit (907) 465-5700
Deferred Compensation Plan (907) 465-5700	Retiree Payroll Section (907) 465-1447
Dependent Care Assistance Plan (907) 465-4464	Retirement Processing Unit (907) 465-1477
Disability Unit (907) 465-1153	Supplemental Annuity Plan (907) 465-1600
Divorce/Dissolution Unit (907) 465-5699	Survivor Benefits Unit (907) 465-5695 or (907) 465-3369
Insurance Benefits Section (907) 465-8600	

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