



## 2019 Annual Comprehensive Employer Training STATE AGENCIES • Thursday, March 14, 2019

**IMPORTANT:** We will email you the PowerPoint presentation approximately a week prior to the training date. ***Please print and bring it with you to the training.*** Note that agenda times listed below are approximate and may change depending on the length of Q&A periods.

**9:00 a.m. Welcome - Ed Branagan, TRSL**

**9:15 a.m. TRSL MEMBERSHIP – Index 2.0**

***Eligibility and Enrollments***

- Retaining TRSL membership
- Forms

**9:35 a.m. OPTIONAL RETIREMENT PLAN (ORP) – Index 16.0**

***Defined Contribution Plan***

- What to do if you hire an ORP participant
- ORP enrollment
- Overpayments
- Terminations

**9:50 a.m. CONTRIBUTION REPORTING & CORRECTIONS – Index 4.0**

***Salary and Contribution Reporting***

- Definition of earnable compensation
- Contribution rates
- Sheltered vs. unsheltered
- Full-time earnings
- Exceptions and Rejections reports
- Terminations

**10:30 a.m. SERVICE CREDIT CERTIFICATIONS/CORRECTIONS – Index 6.0**

***Importance of Service Credit Accuracy***

- Service credit calculation
- Questionable Year criteria
- Questionable Years report
- How to certify questionable years
- FY 2020 transition

**11:15 a.m. Break for lunch (1 hour)**

**12:15 p.m. Hands-on session - TRSL staff will be here to assist with your questions and reports.**

**3:00 p.m. Wrap-up/dismissal**