NOTE: *Use the time reference near each section to locate the information in the training's recording.*

Start 0:00 — **Deputy Director TRSL Update**

Start 13:10 — **Employer/Membership Information Site (EMIS) & Authorized Contacts/Employer Directory Contacts – Index 0.0 & 1.0**

Overview and online access to TRSL's employer access database

- Designating authorized contacts (Form 1)
- EMIS access rights
- Updating employer directory contacts (Form 1EDC)
- Question & answer period

Start 21:16 — **TRSL Membership – Index 2.0**

Eligibility and Enrollments

- Eligibility requirements (non-retirees)
- Enrollment forms
- Online enrollments
- Question & answer period

Start 42:18 — **Contribution Reporting & Corrections – Index 4.0**

Salary and Contribution Reporting

- Contribution rates
- Exceptions and Rejections reports
- Online corrections
- Terminations
- Question & answer period

Start 1:17:25 — **Service Credit Certifications/Corrections – Index 6.0**

Importance of Service Credit Accuracy

- Terms and definitions
- Questionable Years report
- Certify questionable years (online processes)
- Full-time only corrections & actuarial costs
- Questionable year certifications
- Prior year salary corrections & actuarial costs
- Certifying special situations/cases
- Question & answer period

Start 2:02:56 — **Retirement Processes/Issues – Index 11.0 & 17.0**

Required employer verifications at time of member's retirement

- Employer certifications checklist
- Employer request letters
- Agency certification (Form 11B)
- 10% or 15% cap exemption letters
- Online update to certify sick leave
- Question & answer period

Start 2:29:56 — **Retirees Returning to Work (RTW) – Index 15.0**

Employment of TRSL retirees in TRSL-covered positions

- Overview of RTW laws
- Reemployment notification
- Annual RTW audit
- RTW Law Impacts
  - Law comparisons & provisions
  - Switching RTW groups
- Question & answer period