



# Employer Bulletin

October 17, 2016

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## Customized Training with Employer Outreach Team

Employer Outreach wants to provide the services you've told us you need most. We understand that employers have unique challenges and questions, and it is our goal to help you meet your needs.

### Onsite Presentations for Groups

Our training staff is available for onsite presentations. We work with you to create a customized presentation that meets the training needs of your group.

### Individual One-on-One Training

Outreach is available for personalized one-on-one training. We offer in-person training at your location or instruction via the phone.

Please contact an Employer Outreach representative toll-free at 877-213-0861 or email us at [employerservices@ohsers.org](mailto:employerservices@ohsers.org) to schedule a date and time for a training visit. Our staff is here to serve you.

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**Membership Reminder: Employees who are responsible for and who provide services that help in the planning, supervision, direction, management of, or assistance in a school are subject to SERS membership.**

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## Start the Year Right: Correct Social Security Number is Key to Successfully Submitting Member Enrollments

The start of the new school year often brings new employees and member enrollments that are entered into eSERS. When entering the employee's information into eSERS, please remember to check the Social Security number.

If you have received a letter from SERS stating that we do not have a member enrollment for an employee, and you think you entered the enrollment via eSERS, check the employee's Social Security number. The Social Security number may be incorrect in either the enrollment or in the Contribution Detail Report (CDR).

The Social Security number stated in the letter comes directly from the CDR. While the employee's name may be the same, SERS only makes the match on the Social Security number. Transposing or misinterpreting numbers causes the enrollment system and the contribution system to see two members where only one exists.

In order to correct the account, please fax a copy of the employee's Social Security card or I-9, along with a copy of the letter from SERS, to 614-340-1195.

To prevent the error from happening again the following month, you will need to correct your records if the incorrect Social Security number is in your CDR.

### **Don't Forget about the Lookup Function**

Use the "Lookup" function on the eSERS Member Enrollment Application to check if you have enrolled a new employee.

To use the function, log into eSERS, choose the Member Enrollment Application, and click the "Lookup" button at the bottom of the screen.

From there, a separate screen will populate for you to enter the member's Social Security number. Once you hit enter, eSERS will let you know if the member has been entered into our system for your district.

Please Note: If you have sent member enrollments through the Upload Member Enrollment File Application, the "Lookup" button will not populate the member enrollment in question.

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## **101 Workbook Available**

The 2016 Employer 101 Workbook is now available on the SERS website at [www.ohsers.org/employers-home](http://www.ohsers.org/employers-home). The workbook provides easy-to-find information on the roles and responsibilities of employers, and it covers topics ranging from membership and member enrollments to covered compensation, reporting, and payment.

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## **Web Series Continues**

The new Employer Web Series will offer videos on a variety of topics for employers.

Currently, there are two videos that assist employers with completing certifications.

The newest video, "Completing an Employer Certification of Final Deposits: Refund, Reemployed Retiree Payment, and Beneficiary Lump Sum Annuity," helps employers in certifying applications for a refund.



You can watch the videos [here](#).

Both videos also can be accessed at [www.ohsers.org/employer-video-center](http://www.ohsers.org/employer-video-center).

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## **Need Audit Resources?**

Almost any resource necessary for your 2016 audit needs, including the Minimum Compensation Amount and Employer Contribution Allocation, can be found on our [website](#). Just click the "Audit Resources" tab under the "Employers" section.

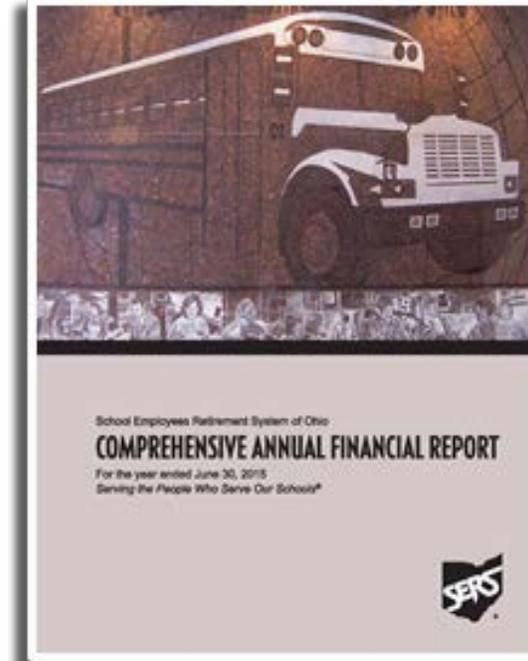
Among the available resources are *The Comprehensive Annual Financial Report*, which contains detailed information about SERS' financial operations, including stewardship of funds, and compliance with all legal requirements from the state from July 1 to June 30, and information required by the Governmental Accounting Standards Board Statements 27 and 45.

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## Awards Again this Year for CAFR and SAFR

For the 31st consecutive year, SERS received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada (GFOA) for its *Comprehensive Annual Financial Report* (CAFR).

In addition, to the award for its 2015 CAFR, SERS also received GFOA's Award for Outstanding Achievement in Popular Annual Financial Reporting for its *Summary Annual Financial Report* (SAFR). This was the third year the SAFR was submitted for the award.



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## Decision Regarding Pension Reform Reached at Board Meeting

SERS' staff and Board of Trustees have been discussing pension reform options targeted at achieving a 90% funded status. An improved funded status helps provide protection during an economic recession and allows more money for health care funding.

The Board asked SERS' actuary to assess the impact of several different cost of living adjustment (COLA) changes on the System's funded status, and their effects on members and retirees.

Adjusting the COLA is not an unusual practice. Since it was introduced in 1971, the COLA has been adjusted nine times, depending on the economic conditions.

After further deliberations and extended discussions with advocacy groups, the Board decided at its September meeting to replace the current 3% COLA with a COLA based on the Consumer Price Index capped at 2.5%, as well as options to implement a 4-year waiting period for new retirees, and temporarily suspend COLAs for retired members and benefit recipients for three years.

The Board also may adjust the COLA if its actuary determines that an adjustment does not materially impair the fiscal integrity of SERS or is necessary to preserve it.

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## It's Board Election Time

Two employee-member seats are up for election with the terms beginning July 1, 2017, and ending June 30, 2021. Any member of SERS, other than a disability benefit recipient, is eligible to run for a seat.

To be considered, the following requirements must be met:

- Obtain signatures of 500 SERS members on a nominating petition provided by SERS with no fewer than 20 signatures of members from each of at least 10 counties where those members are employed
- Make sure that each signing member indicates his or her employer, county of employment, and last four digits of his or her Social Security number
- Begin gathering signatures on or after Sept. 2, 2016
- Deliver petitions with original signatures and a completed original Certification Form to the SERS office no later than 4:30 p.m., EST, Dec. 2, 2016

If you are interested in running, please contact Tim Barbour at 614-222-5901 or email him at [tbarbour@ohsers.org](mailto:tbarbour@ohsers.org) to request a Retirement Board Election Packet.

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## Three Months at a Glance

### October

**October 17** - September Contributions Due (employee reports and payments / employer payment for non-Foundation). Anything submitted after this date may be subject to penalties.

### November

**November 15** - October Contributions Due (employee reports and payments / employer payment for non-Foundation). Anything submitted after this date may be subject to penalties.

### December

**December 15** - November Contributions Due (employee reports and payments / employer payment for non-Foundation). Anything submitted after this date may be subject to penalties.

[Click here to add monthly due date reminders to your Outlook calendar.](#)

SERS of Ohio | [employerservices@ohsers.org](mailto:employerservices@ohsers.org) | <http://www.ohsers.org>



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