

IT Vendor Overview Scheduled for Friday, August 21st

MainePERS New Pension Administration Software

MainePERS is sponsoring an IT vendor-specific overview of V3 – the System’s new pension administration software that employers will begin using early in 2010. Employers will use this web-based, employer self-service module to submit monthly payroll reports and forms and to view information related to account status for both retirement contributions and group life insurance. The overview will take place the morning of August 21st at Southern Maine Community College. If your IT or payroll reporting vendor did not attend one of the regional employer meetings in June, please encourage them to register for the August vendor session.



June Regional Employer Overview Sessions

MainePERS sponsored four employer regional meetings in June. More than 350 employer representatives attended the sessions in South Portland, Bangor, Augusta, and Houlton. MainePERS’ website now offers a direct link for

employers to view the summary of questions and answers, presentation slides and handouts from these sessions.

Check it out:



Participating Local District and School District Updates

We’d like to extend a warm welcome to our new and returning Participating Local District (PLD) employers and their employees. The Town of West Bath and the Gorham Fire and Police Department are the newest municipal employers to join the PLD Consolidated Plan. Regional School Unit (RSU) No.’s 2, 4, 5, 10, 16, 20, 21, 23, 24, 25, 26, 34, and 39 are our newest School Districts. Returning to MainePERS is the Maine Municipal Association.

Welcome also to our newest participating MaineSTART employers. The following employers recently adopted the MainePERS deferred compensation plan: The Towns of Eliot and Kennebunk, and RSUs 2 and 20. For more information about how to offer MaineSTART to your employees, contact Stephanie Fecteau, DC (Deferred Compensation) Plan Administrator at 1-800-451-9800 or e-mail stephanie.fecteau@mainepers.org.



For Participating Local District (PLD) Employers with Optional Membership

Employers are required to offer membership to all eligible employees as of the initial dates of eligibility. Be sure to have all your employees with optional membership complete an Application for Membership indicating whether they wish to join, or to decline membership. If you have questions about which employees you must offer membership, contact Jason Stripinis, PLD Specialist, at 1-800-451-9800, ext. 3211 or e-mail jason.stripinis@mainepers.org.

Changes to Paper Payroll Reports

As reported in the April 2009 Employer Update, several changes for employers who still submit paper payroll reports take effect with the September 2009 payroll reports. New data elements to the report are:

- Plan Participation Status :
 - o A = Actively participating
 - o Y = Employer Paid Employee Contributions
- Rate Schedule Number:
 - o If Personnel Status Code is 53, Rate Schedule Number should be 000053
 - o For all other PSC codes and when Plan Participation Status is A, Rate Schedule Number should be 000001
 - o For all other PSC codes and when Plan Participation Status is Y, Rate Schedule Number will be assigned to you from MainePERS

Additionally, the Plan Code, usually reported as a two (2) digit alphabetic code, is changing to a five (5) digit alpha-numeric code.

The changes should appear on the paper report as indicated, here in **red**.

MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM				MONTHLY PAYROLL DETAIL REPORT				RUN DATE: _____	
46 STATE HOUSE STATION				AUGUSTA, MAINE 04333				PAGE #: _____	
(207) 512-3100 OR 1-800-451-9800				ATTACH TO MONTHLY PAYROLL SUMMARY REPORT					
EMPLOYER CODE: _____		EMPLOYER NAME: _____		PAY DATES: _____					
SOCIAL SECURITY#	ALPHABETICAL ORDER (NAME) LAST, FIRST MIDDLE	LIFE INS. CODE	LIFE INS. PREM.	EARNABLE COMPENSATION	EMPLOYEE CONTRIBUTIONS	MONTHLY HOURS OR DAYS	PAY RATE CODE	RATE OF PAY	
EMPLOYEE CODES STATUS - POSITION	PLAN CODE / PAYBACK CODE / GLI SCH CODE	INS. LEVEL	DATE OF BIRTH	PLAN STATUS / RATE SCHEDULE	PAYBACK OR EXCESS CONTRIBUTIONS	SERVICE FTE WORK WEEK DAYS/HOURS	SERVICE FTE WORK WEEKS PER YEAR	FTE CONTRACT/ STIPEND	

If you upload your Monthly Payroll Reports via the EPF method, it is not necessary to make these changes to your electronic file. The data elements already are included in the EPF file.

Retiree Group Life Insurance Participating Local Districts

July is the first month that all PLD employers will remove retirees from the monthly payroll report (Retirees Returned to Work with a PSC 53 remain on the payroll reports). MainePERS will mail PLD Employers an invoice for retiree premiums due. Contact Survivor Services at 1-800-451-9800 ext. 3244, or e-mail survivorservices@mainepers.org if you have questions.