



FRS EMPLOYER Newsletter

YOUR Money YOUR Choice

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FRS Financial Planning Workshops Recap 1

New Financial Planning Workshop 2

Investment Funds Online Redesign 2

2011 FRS Employer Training Workshop Schedule 3

Hewitt Associates Changes to Aon Hewitt 3

Use Current Bar-Coded Forms 3

New Hire Enrollment Deadlines 4

Resources 4

FRS Financial Planning Online Workshops a Success

On October 26th and 27th, the FRS conducted four financial planning workshops live via the Internet for FRS-covered employees.¹ More than 1,400 employees attended the workshops, either via the Internet or in person. Workshop evaluations were very positive. Following are some comments from participants.

- “I think the webcast was awesome. I am 60 and staring retirement in the face and thought this was a wonderful and convenient way to share information with us about our retirement plan.”
- “I’ve participated in many webinars from other agencies/companies, and this is the best ‘put together’ webinar in which I have participated. The speaker was extremely informative, and I gained a lot of insight into things I should be doing now with my retirement.”
- “This was great. I knew FRS was out there, but I now feel more comfortable about calling them. I really don’t understand all of this and am NOW not afraid to ‘ask the question.’ Thank you.”
- “Excellent and very concise presentation.”
- “My husband is in the FRS program also. The materials are great and really motivate us to sit down and see where we are at and make plans. Online is really great. I am in a small county and would rather not take the time traveling.”
- “These have been very informative and helpful. I didn’t even realize that some of these services were available for no charge.”

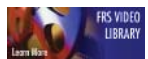
Because of the success of the employee workshop webcasts, the FRS will be offering them online four times a year, starting in February! See the schedule for 2011 below.

The FRS will email a workshop notice to you approximately 4 weeks prior to the workshops. The email will include details about logging into the webcast. Please forward the email to your employees when you receive it. Thank you for your assistance in informing your employees about these workshops.

2011 Schedule of Employee Workshop Webcasts

Date	10:00 a.m. to Noon ET	1:00 to 3:00 p.m. ET
February 1	Using the FRS to Plan for Retirement	Investment Planning for Everyone - The Basics
February 2	Nearing Retirement in the FRS	Income Tax Planning: Smart Planning for Your Taxes
April 26	Using the FRS to Plan for Retirement	Cash and Debt Management: Smart Spending
April 27	Nearing Retirement in the FRS	Estate Planning: Caring for Your Loved Ones
July 26	Using the FRS to Plan for Retirement	Investment Planning for Everyone - The Details
July 27	Nearing Retirement in the FRS	Education Planning: Funding the Future
October 25	Using the FRS to Plan for Retirement	Cash and Debt Management: Smart Spending
October 26	Nearing Retirement in the FRS	Estate Planning: Caring for Your Loved Ones

¹ These workshops were recorded and are posted online (go to MyFRS.com, click on the FRS Video Library link in the left column, then scroll down the page to the Webcasts section).





New Financial Planning Workshop Offering

The FRS introduces a new financial planning workshop called “Income Tax Planning: Smart Planning for Your Taxes.” The 90-minute workshop is designed to teach members about:

- the basics of Federal Tax Form 1040
- ways to reduce taxable income
- excluding some eligible income from being taxed
- common deductions and credits available to taxpayers
- the amount to have withheld from their paychecks
- how to avoid IRS penalties
- developing an action plan that utilizes tax-advantaged retirement savings accounts as a means of efficiently saving for retirement.

A detailed description of available workshops can be found on *MyFRS.com* by clicking on the yellow workshop button in the top toolbar. To reserve a workshop date for your employees, or if you have questions about any of the financial planning workshops, please call the MyFRS Employer Assistance Line at 1-866-377-2121, Option 1.



Members’ Social Security Numbers

All Investment Plan members are notified of the following in every quarterly Investment Plan Newsletter:

- FRS Investment Plan member records are filed according to the member’s Social Security number. The State Board of Administration of Florida (SBA) collects member Social Security numbers because it is imperative for the SBA to have the ability to identify Investment Plan members properly and definitively.

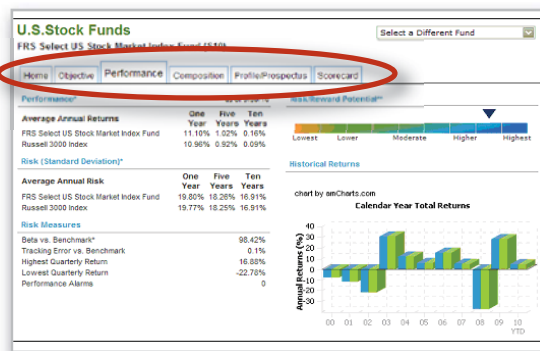
Because all FRS member records are filed by Social Security number, please be sure to enter your employees’ Social Security numbers accurately on the monthly retirement payroll report. The number entered must be identical to the number on the employee’s Social Security I.D. Card. Incorrect numbers can delay election processing, and affect the accuracy of service credit, and salary history.

Investment Funds Online Redesign

The investment fund pages on *MyFRS.com* have been redesigned to provide additional data in a more user-friendly format (see sample screenshot below). Enhancements include:

- **Improved Usability** – The fund data is easier to locate and understand.
- **New Landing Page** – Enables members to select funds by category, name, or investment risk.
- **New Summary Profile** – Provides an all-in-one overview of each investment fund.
- **New Charts and Tables** – Graphically displays important fund information.

An interactive tour of the enhancements is available on *MyFRS.com* by clicking on “Investment Fund Pages Redesigned” in the Alerts & Hot Topics box in the left column.





Attend an FRS Employer Training Workshop

The Investment Plan workshops will be conducted both in person in Tallahassee, and broadcast live over the Internet. The SBA has added online accessibility to accommodate employers who have travel restrictions. To register for Investment Plan training, please call the toll-free FRS Employer Assistance Line (1-866-377-2121, Option 1), and ask for either Chris Winter or Christie Petrosi. If you register for the online workshop, you will receive details for logging in and participating.

The Pension Plan workshop sessions will be conducted in Tallahassee only. To register for Pension Plan training, please call Kristina Corbally in the Division of Retirement's Bureau of Retirement Calculations (toll-free at 1-888-738-2252 or 850-414-7032 in the Tallahassee area).

Workshop dates are listed on the chart below. Additional information about the workshops can be found at MyFRS.com within the "Employers" section of the website.

2011 Dates	Workshop Topics	Location
February 9	Investment Plan	SBA
February 10	Pension Plan	Division of Retirement
March 10	Pension Plan	Division of Retirement
March 11	Investment Plan	SBA
September 7	Investment Plan	SBA
September 8	Pension Plan	Division of Retirement
October 12	Investment Plan	SBA
October 13	Pension Plan	Division of Retirement

Hewitt Associates Merges With Aon Consulting

Hewitt Associates, the FRS Plan Choice Administrator and FRS Investment Plan Administrator, merged with Aon Consulting on October 1, 2010. Hewitt Associates will now be referred to as Aon Hewitt. Other than the name change, the transition was seamless; Hewitt Associates' staff, current processes, contact information, and the quality of service provided to FRS members remain the same.

Use Only Current Bar-Coded Forms

All Investment Plan forms have a unique bar code. The bar code ensures the form is routed correctly by Aon Hewitt, the FRS Investment Plan Administrator, and speeds up the processing of your employees' forms. Please use only the most recent versions of the forms that have a bar code; do not use any Investment Plan forms that do not have a bar code.

The forms are available at MyFRS.com and are updated periodically (quarterly for enrollment forms) to reflect legislative changes, revised investment fund fees, etc. Whenever you need a form, please be sure to print it directly from MyFRS.com to be certain you are using the most up-to-date version. Do not print any forms until you need them.

Keep Employees' Names and Addresses Current

Please encourage your employees to report any changes to their name or mailing address to ensure they continue to receive important information from you and the FRS.

- **Active FRS Pension Plan or Investment Plan members.** Information is updated in the FRS database after you submit your agency's monthly payroll report.
- **Inactive or retired Investment Plan members:**
 - Can make an address change online (name changes cannot be made online). Details about how this can be done are found on the *MyFRS.com* home page by clicking the "?" graphic, then "Knowledge Base," then entering "address change" in the search box.
 - Can request a name change form by calling the MyFRS Financial Guidance Line toll-free at 1-866-446-9377 and selecting Option 4 for Aon Hewitt. Members will need to complete and sign the form, and mail it (P.O. Box 785027, Orlando, FL 32878-5027) or fax it (1-888-310-5559) to Aon Hewitt along with any required supporting documentation.
 - Instead of a name change form, members can mail (P.O. Box 785027, Orlando, FL 32878-5027) or fax (1-888-310-5559) a letter to Aon Hewitt. The letter must include the member's old name, new name, last 4 digits of their Social Security number, and a copy of the court order, marriage certificate, or driver's license reflecting the member's new name.
- **Inactive or retired Pension Plan members.** Inactive members should contact the Division of Retirement's Calculations Section toll-free at 1-888-738-2252 (or 1-850-488-6491). Retired members should contact the Division's Retired Payroll Section toll-free at 1-888-377-7687 (or 1-850-488-4742).

Important New Hire Enrollment Deadlines

All enrollment forms must be mailed or faxed (1-888-310-5559) directly to Aon Hewitt, the FRS Plan Choice Administrator. To be considered to have been filed in a timely manner, Aon Hewitt must receive all initial election forms by 4:00 p.m. ET on the last business day of an employee's enrollment deadline month. The 4:00 p.m. deadline is also applicable to those Regular and Special Risk Class members making their elections electronically via *MyFRS.com* or by calling the MyFRS Financial Guidance Line. Below are the retirement plan enrollment deadlines for new FRS employees for the next 12 months.

Enrollment Deadlines

If Hired in This Month...	Retirement Plan Choice Deadline is...
July 2010	December 31, 2010
August 2010	January 31, 2011
September 2010	February 28, 2011
October 2010	March 31, 2011
November 2010	April 29, 2011
December 2010	May 31, 2011
January 2011	June 30, 2011
February 2011	July 29, 2011
March 2011	August 31, 2011
April 2011	September 30, 2011
May 2011	October 31, 2011
June 2011	November 30, 2011

Employer Resources

- *MyFRS.com* website.
- Toll-free FRS Employer Assistance Line at 1-866-377-2121.
- Ernst & Young and Aon Hewitt representatives are available from 9:00 a.m. to 8:00 p.m. ET, Monday through Friday, except holidays.
- Division of Retirement staff is available 8:00 a.m. to 5:00 p.m. ET, Monday through Friday, except holidays.