



FRS EMPLOYER Newsletter

YOUR Money YOUR Choice

• April 2013 •

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Financial Engines' Advisor Service for DROP Participants

Participants currently in the Pension Plan's Deferred Retirement Option Program (DROP) can now use the free online **Financial Engines' Advisor Service for DROP Participants**. The Advisor Service can create a picture of a participant's current financial situation and help answer the following questions:

- Will I have enough money to retire?
- How do I invest my retirement savings?
- How do I stay on track to achieve my goals?

The Advisor Service can be accessed by clicking on the following graphic on the *MyFRS.com* home page.



Participants needing help getting started with the Advisor Service can call the toll-free MyFRS Financial Guidance Line at 1-866-446-9377, Option 2, and speak with a financial planner.

Participants who used the Advisor Service **prior** to joining DROP will need to reenter their financial information in the Advisor Service for DROP Participants.

DROP participants have free access to Ernst & Young financial planners who can answer general financial planning questions. For assistance, call the toll-free MyFRS Financial Guidance Line at 1-866-446-9377, Option 2.

Please forward a copy of this information to your DROP employees so they are aware of this new feature.

Online Live Chat Now Available!

A live chat feature is now available on the *MyFRS.com* home page. This interactive feature lets members converse live with an Ernst & Young financial planner and ask general FRS questions while browsing the site. Detailed and personal questions may require the Ernst & Young planner to contact the member directly. Initially, chat will only be available for limited hours. As we gain experience with this new service, we will gradually expand the hours it is available

Below is a screenshot showing where chat is located on the *MyFRS.com* home page.





For More Information About Online Reporting

Detailed information on reporting termination dates or leaves of absence can be found in the "Download Manual" located under Employer Services or by calling the Division of Retirement's Contributions Section at 1-877-377-1266 (toll-free) or 850-488-6011 (local).

You must have permission from your agency's Retirement Coordinator to access Online Services, and your Retirement Coordinator must be set up in Online Services to provide you with access. If your Retirement Coordinator is not set up in Online Services, contact the Division of Retirement's Research & Education Section by calling 1-877-377-1737 (toll-free) or 850-488-5706 (local), or by sending an email to REP@dms.myflorida.com.

2nd Election Reminder

To make a valid 2nd election, a member must be actively working for an FRS-covered employer and earning salary and service at the time the 2nd Election Retirement Plan Enrollment Form is received by Aon Hewitt or the online election is confirmed. For example, if a member's last day of work for an FRS-covered employer is July 1st (whether the termination is voluntary or involuntary), the election form must be received by Aon Hewitt, or the online election must be confirmed, prior to 4:00 p.m. ET on July 1st.

It is not sufficient for a terminated member to return to his or her office after terminating employment to complete a 2nd Election form in person. Such elections will be considered invalid and will be reversed. To make a valid election, the member must be earning salary and service, and the election must be made prior to termination.

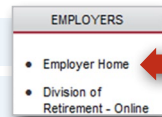
Need FRS Publications?

You can order free FRS publications using the *MyFRS.com* online catalog. All printed publications are available to order and will be mailed to your agency as soon as the order is processed. To access the online catalog, follow these steps:

1. Select "Employer Home" on the *MyFRS.com* home page.

2. On the "Employer Home" page, select "Order Materials" in the toolbar.

3. On the "Need Materials?" page, enter your information and use the online catalog to order materials.



Need Materials?

Below is an online catalog of printed materials that you can order free of charge. You can also read and print these materials by clicking the picture next to each publication. PDF versions of these and other printed materials are located in Resources.

To receive printed copies, please use the convenient form below.

*Agency Number

*Contact Name Your Name

*Agency Name Your Agency

*Street Address Your Address
Street address only, no PO Boxes.

Line 2 Additional address

*City Your City FL
State

*Zip Code Your Zip

*Phone Your phone

Contact E-mail Your e-mail

* Denotes required fields
**Quantity item

0 Employee Orientation Brochure (Your Money Your Choice Welcome to the Florida Retirement System)

FRS New Hire Video DVD : (maximum order is 5)

How Proposed 2013 Retirement Legislation May Affect the FRS and You

The Florida Legislature is currently considering a number of bills that will change the Florida Retirement System's programs and processes. The following is one of those bills, which may have an impact on your FRS-covered agency:

Mandatory Investment Plan Membership for New Hires – HB 7011

If implemented, this bill would place all new hires into the Investment Plan starting January 1, 2014. If this bill does become law, the FRS will provide you with detailed information on how these employees should be reported, as well as updated publications you can give to your new hires. It is still relatively early in the legislative session, and any retirement plan decisions will not be finalized until the session ends on May 3, 2013.

You and your employees can keep up with the status of all proposed retirement bills by clicking on “2013 Legislation” in the “Alerts & Hot Topics” box on the *MyFRS.com* home page (see screenshot below).



Attend an FRS Employer Training Workshop

The Investment Plan workshops will be conducted in person in Tallahassee (at the State Board of Administration) and broadcast live over the Internet. To register for Investment Plan training, call the toll-free FRS Employer Assistance Line (1-866-377-2121, Option 1) and ask for Chad Stivers, Samantha Ulysse, or Marc Mancuso. When you register for the online workshop, you will receive details for logging in and participating.

The Pension Plan workshops will be conducted in Tallahassee only (at the Division of Retirement). To register for Pension Plan training, call Kristina Corbally in the Division of Retirement’s Bureau of Retirement Calculations (toll-free at 1-888-738-2252 or 850-778-4463 in the Tallahassee area).

Workshop dates are shown at right. Additional information about the workshops can be found at *MyFRS.com* within the “Employers” section of the website. Or, if you have a smartphone, scan the QR code shown at right for immediate access to workshop information.

Investment Plan 2013 Dates

September 10
October 9

Pension Plan 2013 Dates

September 12
October 10



Employer Training Workshops

2013 Employee Workshop Webcasts

Below is the 2013 schedule for FRS financial planning workshop webcasts for FRS-covered employees. Interested employees should register by calling 1-866-446-9377, Option 2.

2013 Dates	10:00 a.m. to Noon ET	1:00 to 3:00 p.m. ET
April 30	Using the FRS to Plan for Retirement	Education Planning: Funding the Future
May 1	Nearing Retirement in the FRS	Estate Planning: Protecting Your Family
July 23	Using the FRS to Plan for Retirement	Cash and Debt Management: Smart Spending and Saving for Retirement
July 24	Nearing Retirement in the FRS	FRS Investment Plan: Understanding Your Benefits
October 22	Using the FRS to Plan for Retirement	Investment Planning for Everyone: The Details
October 23	Nearing Retirement in the FRS	New Employee Retirement Plan Choice

Keep Employees' Names and Addresses Current

Encourage your employees to report any changes to their names or mailing addresses to ensure they continue to receive important information from you and the FRS.

Active FRS Pension Plan and 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 address changes online. For instructions, visit MyFRS.com, click the "?" icon on the home page, then "Knowledge Base," then enter "address change" in the search box.

Make name changes by submitting a signed form or letter. The form or letter must be accompanied by a copy of the court order, marriage certificate, or driver license reflecting the member's new name. Name change requests can be mailed (P.O. Box 785027, Orlando, FL 32878-5027) or faxed (1-888-310-5559) to Aon Hewitt.

- *To request a name change form*, call the toll-free MyFRS Financial Guidance Line at 1-866-446-9377 and select Option 4 (Aon Hewitt).
- *If sending a letter*, the letter must include the member's old name, new name, and last four digits of their Social Security number.

Inactive Pension Plan members can:

Make address changes by mailing an address change form to P.O. Box 9000, Tallahassee, FL 32315-9000 or by contacting the Division of Retirement's Calculations Section at 1-888-738-2252 (toll-free) or 850-488-6491 (in the Tallahassee area).

Retired Pension Plan members can:

Make address changes from their Online Services account or by contacting the Division's Retired Payroll Section at 1-888-377-7687 (toll-free) or 850-488-4742 (in the Tallahassee area).

Important New Hire Enrollment Deadlines

Investment Plan enrollment forms must be received by 4:00 p.m. ET on the last business day of an employee's enrollment deadline month. (See deadlines below.) Enrollment forms must be sent directly to Aon Hewitt, the FRS Plan Choice Administrator, in either of the following ways:

- **By mail:** P.O. Box 785027, Orlando, FL 32878-502
- **By fax:** 1-888-310-5559

The 4:00 p.m. deadline is also applicable to Regular and Special Risk Class members who make their elections electronically on MyFRS.com or by calling the MyFRS Financial Guidance Line at 1-866-446-9377, Option 4 (TRS 711).

Enrollment Deadlines

If Hired in This Month ...	Retirement Plan Choice Deadline Is 4:00 p.m. ET on ...
November 2012	April 30, 2013
December 2012	May 31, 2013
January 2013	June 28, 2013
February 2013	July 31, 2013
March 2013	August 30, 2013
April 2013	September 30, 2013
May 2013	October 31, 2013
June 2013	November 27, 2013
July 2013	December 31, 2013
August 2013	January 31, 2014
September 2013	February 28, 2014
October 2013	March 31, 2014

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 are available from 8:00 a.m. to 5:00 p.m. ET, Monday through Friday, except holidays.