

Reminder

A monthly guide about IMRF topics of interest.

Route to:

- Authorized Agent
- Asst. to AA
- Personnel/HR
- Data Processing
- Payroll Dept.
- Accounting/Finance
- Other

Maintaining Employer Access Accounts

Employer Access was designed to make your IMRF-related tasks as simple as possible. To ensure you are getting the maximum benefit from it, there are some things you should keep in mind:

Who is responsible for the accounts?

There are three types of Employer Access accounts: Authorized Agent (AA), Security Administrator, and Web Assistant. The Authorized Agent creates the AA account and the Security Administrator account. The AA and/or the Security Administrator account owner(s) are then responsible for creating and maintaining all additional Web Assistant accounts.

Create a separate account for each employee

Remember—your User ID functions as an electronic signature. **Each employee that submits information to IMRF through Employer Access should have his or her own Employer Access account.** Using another employee’s account to submit information to IMRF is the same as signing that employee’s name—instead of your own—on a form.

Keep contact information up-to-date

Keeping contact information, including email addresses, current in Employer Access accounts is extremely important. IMRF sends many communications (including Reminders and General Memos) electronically. We send these electronic communications to the email addresses in Employer Access. Each account owner should have his or her *own unique email address* entered into the contact information for the account.

Delete unused accounts

Remember to delete unused accounts. IMRF will begin steps to delete an account after it has been unused for 90 days; however, from a security standpoint it is better if you delete an account as soon as you are aware that it is no longer necessary.

See what else Employer Access has to offer

We often discover during a phone conversation with an Employer Access user that he or she was unaware of all of the benefits Employer Access has to offer. Employer Access makes many IMRF-related tasks easier, faster, and more accurate. In addition to reporting wages, some of the most popular tasks employers complete through Employer Access include:

- Submitting Wage Adjustments
- Terminating employees
- Viewing employer account balance
- Changing member information
- Viewing imaged copies of submitted forms and documents

And there is **never a paper form to file**. After completing your online transaction—which can take as little as two or three minutes—you do **not** submit paper form. Complete the process online—and you’re done! You save postage as well as time.

You can now enroll employees online!

The newest feature of Employer Access is Online Enrollment. Online Enrollment is faster, more accurate, and more efficient than paper enrollment. In fact, in most cases it takes just minutes to submit a complete enrollment!



Employer Access, current forms, booklets, legislative information and more available at www.imrf.org

Mailing address: 221 I York Road, Suite 500, Oak Brook, IL 60523-2337

Member Service Representatives: 1-800-ASK-IMRF (1-800-275-4673) Monday through Friday 7:30 a.m. to 5:30 p.m.

Highlights of the IMRF Board of Trustees meeting

May 19, 2008

The next Board meeting will be held Friday, June 27, 2008

Legislative Update

The Board voted to support Senate Amendment 1 to Senate Bill 813. This amendment would create a Pension Oversight Board of 12 members of the General Assembly that would:

- 1) Establish minimum requirements for training of Illinois pension fund trustees
- 2) Investigate conflicts of interest among staff and consultants at the pension funds
- 3) Examine the funds' use of Illinois-headquartered and minority- and women-owned money managers and brokers
- 4) Investigate discriminatory treatment in the procurement process.

General Counsel Kathy O'Brien also reported that the General Assembly is scheduled to adjourn on May 29, 2008. All four IMRF bills passed the Senate and are now in the House Rules Committee.

In an effort to move two IMRF proposals out of the House Rules Committee (SB 1957, which would give the IMRF Annuitant Trustee the right to vote and SB 1959, which would stabilize the 13th Payment at 75% of the monthly pension payable in June), IMRF sent letters to House Majority Leader Barbara Flynn Currie, House Speaker Michael Madigan, and Chief of Staff for the Officer of the Speaker Timothy Mapes. In the letters, IMRF respectfully asked to have SB 1957 and 1959 heard in the House Personnel and Pensions Committee.

Update:
SB 1957 passed the General Assembly and is waiting for the governor to sign the bill into law.

Board approves election material

The Board approved the material (schedule, general memo, information sheet, nominating petitions, biographical form) for the upcoming election.

IMRF employers will elect one Executive Trustee for a five-year term. The five-year term of office will run from January 1, 2009, through December 31, 2013.

IMRF employers will also elect one Executive Trustee for a partial term. The partial term of office will run for two years from January 1, 2009, to December 31, 2010. The two-year term results from the scheduled retirement of a trustee before the end of his five-year term.

The Board also approved a change in the qualifications for members wishing to run for Executive Trustee. The member must have eight years of service by December 31 of the year of the election.

From Executive Director

Preliminary 2008 Roundtable Agenda

The Board's 2008 Roundtable will be held at the Wyndham Direct Hotel in Oak Brook on September 24 and 25. It will precede the September Board meeting which will be held Friday, September 26, 2008.

The Board discussed the preliminary agenda that includes:

- IMRF Benefit Plan Overview
- Update to IMRF's Strategic Plan
- Money Manager Presentations
- Board Committee/Staff Recommendations and Governance Issues (Lou Kosiba and Nancy Williams from Ennis Knupp and Associates)

Inviting members of Pension Committees to Board meetings

The Board also suggested inviting members of the House and Senate Pension Committees to attend the Roundtable. The final agenda will be determined later this year. Lou said he recently asked Senator Kwame Raoul, chair of the Senate Pensions and Investments Committee, if he would be interested in attending a Board meeting. Senate Raoul said he would; Lou will draft a letter formally inviting the Senator.

IMRF 2008 Board of Trustees	Max F. Bochmann, Employee Trustee president Naperville CUSD #203	Judi S. Voller, Employee Trustee vice president East Maine SD #63	James W. Rasins, Executive Trustee secretary DuPage County	
Ruth E. Faklis Executive Trustee Prairie Trails Library Dist.	Martha H. Rademacher Executive Trustee PDRMA	W. Thomas Ross Executive Trustee Winnebago County	Marvin R. Shoop, Jr Employee Trustee City of Peoria	Sharon U. Thompson Annuitant Trustee formerly Lee County