

From: PERS-Employer Info Services
To: PERS Employers
Date: 3/3/2009 10:26 AM
Subject: PERS: March 09 employer update.
Attachments: pers resources.pdf

Dear PERS Employer:

Topics in this update are:

- 1) EDX downtime for Release 5.0 installation, June 2009;
- 2) Police & Fire unit contributions in closed years;
- 3) Last day for member address changes affecting 2008 Member Annual Statements;
- 4) PERS resource sheet;
- 5) Spring 2009 employer outreach presentation;
- 6) EDX class dates at PERS Headquarters in Tigard for the remainder of 2009; and
- 7) Inadvertent mailing to home addresses.

1) EDX downtime for Release 5.0 installation, June 09.

The following message was posted Monday, March 2, 2009, on the PERS employer website through the "EDX downtime during June 2009 upgrade" link:

EDX Release 5.0 Deployment

PERS is preparing for another major deployment of both the internal jClarety application and the EDX system.

New functionality will enable employers to do virtually all business with PERS electronically. In addition, PERS legacy data will be migrated from our current system to EDX. This will allow employers to access that legacy data. Due to the volume of data and the magnitude of this release, EDX will be unavailable from Friday, June 5, 2009 at 6:00 pm until Monday, June 15, 2009 at 8:00 am.

PERS realizes the inconvenience posed by Release 5.0 installation requirements. Employers will not be penalized for delays in submitting demographic, wage, and hour data resulting from this installation, and PERS staff will make every effort to work directly with employers to reduce the impact of this installation.

Employers will see only minor changes in their use of EDX. Those changes will be described in an employer announcement the first week of May 2009, and will be reviewed in the Spring 2009 Employer Outreach presentations given throughout the state in April and May.

More information on the installation of Release 5.0 will be forthcoming shortly. If you have any questions or comments on this subject, please e-mail:

pers-employer.info.services@state.or.us

2) Police & Fire unit contributions in closed years.

Reminder: New unit contributions should only be added to a members account for the current year, or for the prior year if the account has not been closed yet. (We normally close the previous year by the end of February.) Adjustments to a members unit contributions are acceptable, but please check with Employer Service Center staff to make sure that the correct earnings will be applied.

If unit contributions are added to a members account in a closed year, employers will see an earnings charge on their statement.

If you have further questions on this subject, please e-mail:
pers-employer.info.services@state.or.us

3) Last day for member address changes affecting 2008 Member Annual Statements.

PERS 2008 Member Annual Statements are slated to be mailed to members EDX address of record in May 2008. The last day to post member address changes affecting 2008 Member Annual Statements is Friday, March 13, 2009.

4) PERS resource sheet.

For HR personnel: PERS has created a Resources sheet for employees. It includes PERS' Customer Service phone number and hours, as well as links to our online benefit estimate calculator, retirement assistance sessions, forms/publications, and other PERS resources. The PERS Resource sheet is attached to this e-mail.

5) Spring 2009 employer outreach presentation.

Dates, sites, and times for the PERS spring 2009 Employer Outreach presentation are posted on the PERS employer website under the Outreach Presentation Schedule & Registration link. Topics in the spring 2009 outreach presentation include features of Release 5.0 which affect employers, the most common errors made in EDX and suggested fixes, reporting retirees who have returned to work for PERS employers, and an open forum for any PERS member- or employer-related questions. Registration is completely online this year, as in the past.

6) EDX class dates at PERS Headquarters in Tigard for the remainder of 2009.

Dates for the EDX Basics and Intermediate Reporting Topics classes at the PERS Headquarters for the remainder of 2009 are now available through the EDX Class Schedule and Registration link on the employer website. Registration for all classes is completely online.

7) Inadvertent mailing to home addresses.

Some flyers advertising the spring 2009 Employer Outreach presentation were inadvertently sent to home addresses. We want to reassure those who received the flyer at home that no data was compromised and no EDX demographic information was changed. The address list was composed only for use with the flyer mailing, was not used in any other function, and has since been destroyed. Please accept our apologies for any concern created by this action.

Best regards,

PERS Employer OCE Team

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