

PERS NEWS

A PUBLICATION OF THE PAROCHIAL EMPLOYEES' RETIREMENT SYSTEM OF LOUISIANA

ISSUE 85

July 2018

CONTRIBUTION RATES SET FOR 2019

The employer rate for Plan A will remain 11.50% and the employer rate for Plan B will remain 7.5% effective January 1, 2019. Employee rates will also remain at current levels for 2019. The employee contribution rate for Plan A is 9.5% while the employee rate for Plan B is 3%.

2017 AUDIT AND ACTUARIAL REPORTS APPROVED

At the June 19, 2018 meeting, the Board of Trustees approved the 2017 Audit and 2017 Actuarial Report for the Parochial Employees' Retirement System. The 2019 employer contribution rates were approved at 11.50% of payroll for Plan A and 7.5% of payroll for Plan B.

The market rate of return was 17.30% for Plan A and 17.40% for Plan B for the year ending 12/31/17. The actuarial rate of return for the year ending 12/31/17 was 8.6% for Plan A and 8.5% for Plan B. The actuarial rate of return utilizes a five year average.

For the 12/31/17 valuation, salary increases were below projected levels and resulted in a cost savings to the plan. Our actuary assumes that the salary scale for the membership will increase 5.25% from one year to the next. When salaries increase in excess of this assumption, this results in a cost to the plan. When salaries increase at or below this assumption, plan savings result.

Although the employer rates have been approved by the Board of Trustees, approval by the Public Retirement Systems' Actuarial Committee (PRSAC) is necessary to make these rates official for 2019. For budgeting purposes, employers are urged to utilize the rates approved by the Board of Trustees. Our office will notify you as soon as PRSAC has approved the rates for 2019.

You may find the following information contained in this year's reports useful. Assets in Plan A increased from \$3.31 billion at December 31, 2016 to \$3.82 billion at December 31, 2017. Assets in Plan B increased from \$277.5 million at December 31, 2016 to \$325.6 million at December 31, 2017.

COPIES OF AUDIT AND ACTUARIAL REPORTS ONLINE

The Audit and Actuarial reports for the year ending 12/31/17 are posted on the retirement system's website (www.persla.org). Each employer should download the reports or share our website with your auditors as needed. Hard copies of these reports will not be mailed but will remain available on our website.

RETIREE DEATHS

Our office would appreciate receiving notification when a former employer is notified of the death of a retiree. Although most families contact our office to report a death, some do not. This can result in an overpayment of benefits if the retirement system continues to pay a monthly benefit. Our office can confirm if the retiree chose an option that would provide a benefit to a survivor at the time of notification. The retirement system does employ a death verification service to assist in acquiring this information, but these services do not capture all death records.

SUBMISSION OF DATA THROUGH SECURE FTP

The retirement system has established a secure FTP site that employers can use to submit their monthly or quarterly report data. If your office is interested in submitting the data for your reports via the FTP site, please complete the following information and return it to the retirement system. We will then contact you and provide you with a user name, password and instructions to use for the submission of data. Please understand that you will still be required to submit your report along with your check to the office. You will not be required to submit a CD or disk if you choose to submit your data online.

NAME OF EMPLOYER _____

CONTACT NAME _____

EMAIL ADDRESS _____

PHONE NUMBER _____

ADMINISTRATIVE TRAINING WORKSHOP

Our office will host the annual administrative training workshop in Baton Rouge on Tuesday, October 2, 2018 at the Renaissance Hotel. This session is designed specifically for those who work with the retirement system in your parish or agency. This training is not appropriate for employees with questions on their own retirement account.

A registration form is included on page 3 of this newsletter. Each attendant must complete a registration form in order for us to prepare for the correct number of attendees. Information on hotel rooms for the night of October 1, 2018 is included on the registration form as well as a tentative agenda.

Questions concerning the administrative workshop should be directed to Dainna Tully at (225)928-1361.

SECOND QUARTER CONTRIBUTIONS DUE JULY 15

Quarterly reports for the second quarter of 2018 are due in the retirement system office on July 15, 2018. This deadline applies to both regular reports and DROP reports. R.S. 11:2014 C states that payments shall be considered delinquent when not received by the system within fifteen days after the close of each fiscal quarter. This statute also provides that a penalty of 1 ½% per month shall be assessed on delinquent payments.

If you will be sending your report close to the deadline, you may want to utilize an overnight delivery service. Although the charges for overnight delivery do exceed first class mail delivery, it will assure that your report is received in our office by the required deadline and will likely be much less expensive than the penalty of 1 ½% of the total remittance.

July 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Refunds Mailed	3	4 Office Closed July 4th	5	6	7
8	9	10	11 Cut off for 16th refunds	12	13	14
15	16 Refunds Mailed	17	18	19	20	21
22	23	24	25	26	27 Cut off for 1st refunds	28
29	30	31				

August 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Refunds mailed	2	3	4
5	6	7	8	9	10 Cut off for 15th the refunds	11
12	13	14	15 Refunds mailed	16	17	18
19	20	21	22	23	24	25
26	27	28	29 Cut off for 4th refunds	30	31	

September 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Office Closed Labor Day	4 Refunds mailed	5	6	7	8
9	10	11 BOARD MEETING	12 Cut off for 17th refunds	13	14	15
16	17 Refunds mailed	18	19	20	21	22
23	24	25	26 Cut off for 1st refunds	27	28	29

**PAROCHIAL EMPLOYEES' RETIREMENT SYSTEM
ADMINISTRATIVE TRAINING SESSION
OCTOBER 2, 2018
RENAISSANCE HOTEL 7000 BLUEBONNET BLVD**

Tentative Agenda:

8:30-8:55 a.m. Registration
 9:00-10:00 a.m. Actuarial Funding & Valuation
 10:00-11:00 a.m. Review of Plan Investments
 11:00-Noon Administrative Review

This session is designed for those at the parish or agency level who administer the retirement plan. In order to properly plan for those in attendance, the following form must be completed for each attendee and mailed to PO Box 14619, Baton Rouge LA, 70898 by September 26, 2018.

NAME _____
 TITLE _____
 EMPLOYER _____
 ADDRESS _____
 WORK# _____ FAX# _____

Please list below any questions you would like addressed during this training:

Accommodations:

A block of rooms is being held at the Renaissance Hotel. The rate for this block is \$142 per night (not inclusive of applicable taxes). Please contact the Renaissance Hotel directly at (225)215-7000 or 1-866-469-5448 to make hotel reservations and request the block for the Parochial Employees' Retirement System. The block will be released on 9/01/18. After this date, accommodations will be subject to availability and rates may increase.

ORDER FORM

Parochial Employees Retirement System

Please mail the following forms to: _____
 (Name of Employing Parish)

We are in: Plan "A" _____ Plan "B" _____

How Many:
 _____ Refund of Contributions _____ DROP Applications
 _____ Retirement Application _____ Brochures

The following forms can be printed from our website:

- Quarterly/Monthly Reports—Regular and DROP
- Personal History Update Forms
- Personal History Forms
- Election Form for New Employees age 55 and older
- Special Tax Notice
- SSA 1945 Statement concerning Employment in a Job not covered by Social Security
- Forfeiture of Retirement Benefits Attestation

OFFICIAL QUARTERLY/MONTHLY REPORT FORMS REQUIRED

When submitting salary and contribution data to our office, we require all employers to utilize the quarterly or monthly report forms that we provide prior to the end of each calendar quarter. If you require additional forms, please download the current quarterly or monthly report form from our website www.persla.org under the Forms tab. Using an old form can result in payment of an incorrect employer contribution amount. In addition, employers are not allowed to make an adjustment to a quarterly or monthly report for an overpayment in a prior period. If an overpayment has occurred, you must submit a written request for the return of funds.

Quarterly report forms are mailed once each quarter to all participating employers. These forms are also available on our website (www.persla.org) under the Forms tab.

ACTUARIAL TRANSFER OF SERVICE

Once a member has six months of service credit in the Parochial Employees' Retirement System, he can apply to transfer service credit from another Louisiana state or statewide retirement system. The member must submit the Application for Actuarial Transfer of Service, which can be found on our website www.persla.org. **An application fee of \$100 must accompany all transfer applications submitted to the retirement office.**

CONTRIBUTIONS PROHIBITED ON CERTAIN TYPES OF PAYMENTS

Louisiana Revised Statute 11:233 B(2) provides specific types of payments that are excluded from "earnable compensation" for purposes of this retirement system. Lump sum payments made in lieu of unused annual or sick leave, car allowance, bonuses, and severance pay are among the payments that are excluded. Employee and employer contributions cannot be withheld from any of the types of payments listed in this section of the law.

In addition, our definition of earnings contained at R.S. 11:1902 (11) states "earnings shall not include fees or commissions." Employee and employer contributions cannot be withheld on fee or commission payments.

If you have any questions about whether a type of payment qualifies as earnings or earnable compensation for retirement purposes, please contact Dainna Tully or Becky Fontenot.

LIMITATIONS EXIST FOR RETIREES RETURNING TO WORK

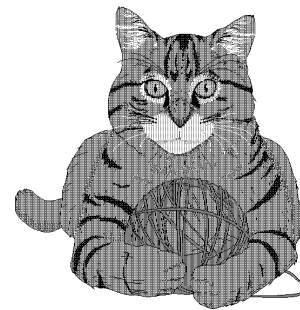
When a retiree of this retirement system returns to work for a participating employer, statutory limitations exist. Before you rehire a Parochial retiree, you should contact our office to review the limitations that may affect the rehired retiree. You can review a brief description of our return to work provisions contained in Section 10 of our Summary of Principal Features.

REMINDERS FOR ENROLLMENT OF NEW MEMBERS

- An original Personal History form must be submitted for new employees.
- All information requested on the Personal History form must be completed.
- Members of Plan A must submit the SSA 1945 along with the completed Personal History form.
- The Forfeiture of Retirement Benefits Attestation must be completed by all new employees hired 1/1/13 and later. The original of this form must be maintained by the employer. Do not submit this form to PERS.
- The Opt Out form is only to be completed by new hires who are age 55 or older at the time of employment and who have 40 quarters of Social Security coverage. If an employee opts out of PERS, a Personal History form is not submitted.
- All forms mentioned in this section are available at www.persla.org.

SUBMISSION OF MARRIAGE CERTIFICATES

If you are providing a copy of a member's marriage certificate, please include the member's Social Security number on the copy of the certificate. This will assist our office in locating the member's account more easily.



BOARD OF TRUSTEES

Terrie Rodrigue, Chairman	Jefferson Parish
Gwen B. LeBlanc	Ascension Parish
R. Bruce Kelly	Rapides Parish
Tammy Bufkin	Calcasieu Parish
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ADMINISTRATIVE PERSONNEL

Dainna S. Tully	Administrative Director
Troy Searles, CFA	Chief Investment Officer
Becky Fontenot	Assistant Director
Geraldine Ferguson	Systems Analyst
Larisa Ellard	Investment Accountant
Eddie Dimaio	Data Entry Specialist
Cari Hill	Benefits Analyst
Virginia Eckert	Receptionist

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