



# NEWS TO USE

*A newsletter for PERSI employers*

August 2008

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## EMPLOYER MEETINGS START IN SEPTEMBER

The employer meetings are scheduled as follows:

### Treasure Valley

Boise: Tuesday, September 9  
Nampa: Thursday, September 11  
Boise: Wednesday, September 24

### Northern Idaho

Lewiston: Tuesday, September 16  
Post Falls: Wednesday, September 17  
Sandpoint: Thursday, September 18

### Eastern Idaho

Idaho Falls: Tuesday, October 7  
Pocatello: Wednesday, October 8  
Twin Falls: Thursday, October 9

### Central Idaho

Grangeville: Tuesday, October 21  
McCall: Wednesday, October 22

The meetings for general employers will be from 8:30 to 11:30 a.m. and for school employers from 1:00 to 4:00 p.m. Invitations will be going out via email and U.S. mail later this month. The location for each meeting will be included in the invitation.

### Meeting Agenda

- Web tour -- New PERSI Web site
- Employer Portal
- Online Training
- Employer Self-Review
- Employer Automated Data Review
- Choice Plan communication campaign
- Refresher topics -- eligibility, transmittals, payments, payroll schedules
- PERSI Workshops

At the end of each session, a short "Back to Basics" session on the Base and Choice Plans will be held for those who are interested. The meetings are expected to be well-attended, so be sure to RSVP when you receive your invitation.

## THE EMPLOYER PORTAL CAN MAKE YOUR JOB EASIER

It's been just over a year since PERSI introduced the Employer Portal. Since learning about the portal, many employers have utilized this valuable tool; however, a lot of employers don't know about the portal, much less access it. So it's time to look at the portal again. For many of you this will be a refresher, and for others it may be the first time you're hearing about the portal... either way, PERSI hopes those of you who are using it will continue to do so, and those of you who haven't used it will start.

### What is the Employer Portal?

The Employer Portal is a restricted section of the Employer Information page on the PERSI Web site. It has customized views, features, and security outside the Web site and can only be accessed by employers. The portal was designed to promote communication

between ESC staff and employers, and provide additional tools to help employers administer their responsibilities for PERSI...which can make the job easier.

### Who Can Use the Portal?

The Employer Portal is restricted to authorized personnel. Only those who have registered on the PERSI Web site **AND** have been designated by their employer as "authorized PERSI contacts" can access the portal. Authorized contacts who have already registered on the PERSI Web site to view their personal account information, don't need to register again to use the Employer Portal. They will use their current email address, existing password, and employer ID number to log in to the Employer Portal.

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## Learning How to Use The Portal

Employers who have not received training on how to use the portal will have a chance to learn about it at the upcoming Employer Meetings. Employers who cannot attend the meetings are encouraged to have their authorized contacts familiarize themselves with the portal on their own. PERSI can provide training materials to those who request them; and of course, the Employer Service Center (ESC) staff is always available to answer questions. ESC can be reached by calling (208) 287-9525 in the Treasure Valley or toll-free 1(866) 887-9525 from elsewhere in Idaho.

## Portal Features

The Employer Portal home page includes a main menu with links to:

- Employees (list of employees as reported to PERSI on the employer's transmittal)
- News To Use
- Employer Handbook
- Message Board
- PETRA
- PERSI Home
- Retirement SSN Lookup
- Employer Online Guide (*very useful tool*)
- Employer Forms
- New Transmittal Specs
- Employer Manual
- Changes to the Employer Manual
- Log Out

## The Future


PERSI expects the Employer Portal to change over time as new ways are identified to make this effective tool easier and more useful to employers, and as employers provide input on how to maximize the portal to the fullest extent. Employers will have an opportunity to share ideas about the portal in the annual Employer Survey that will be going out in the fall.

PERSI views the Employer Portal as a way to enhance communication between employers and ESC, and as a tool for keeping employers constantly informed. Employer feedback is always welcomed and appreciated, so you don't have to wait for the survey to express your ideas. You can either send an email through the PERSI Web site via the "Contact Us" drop-down menu, or by using the "Fiscal Contact" email link within the portal itself.

### Employer Portal Log In

You will need an E-Mail Address and Password to access this site. If you have already registered you may sign in below. If you have not registered, click [Register Now](#).

If you wish to access your Choice Plan 401(k) account directly with the PIN given to you by ACS HR Solutions, [click here](#).



**PERSI Employer Portal**

E-mail Address:

Password:  
*(This is not the PIN from ACS HR Solutions)*

**Submit**

[Forgot Password? Help Page](#) [Not Registered? Register Now](#)

Cookies are required for this site, please accept all cookies.

## NO RATE CHANGE AGAIN THIS YEAR

Contribution rates will remain unchanged again this year: 6.23% general members and 10.39% employers and 7.65% Police/Firefighters and 10.73% employers.

### Notes

PERSI Legal Counsel Joanna Guilfooy attended the National Association of Public Pension Attorneys (NAPPA) conference in Boston. Topics of discussion included taxes, securities lending issues, liability driven investments, the impact of the Uniformed Services Employment and Reemployment Rights Act (USERRA), and dealing with errors in benefits administration.