



NEWS TO USE

A newsletter for PERSI employers

February 2013

- PERSI Email Not Spam
- New Deputy Director
- Choice Plan Survey
- IRIS Update



PERSI EMAIL IS NOT SPAM

Is the spam blocker on your computer set to exclude emails from PERSI? Has there been a change to your IT system that would prevent PERSI emails from getting through? If you answered yes to either of these questions, some changes might be in order.



digital communications, it is important for employers to allow emails from PERSI to get through without bouncing back for follow up.

PERSI routinely sends emails to employers. For example, each month the *News To Use* newsletter is emailed to the payroll, Human Resources, and "other" payroll/personnel staff of more than 750 employers. Every month, undeliverable emails come back to PERSI. The Employer Service Center (ESC) staff must then follow up by calling employers to get updated email information.

The extra time it takes for ESC to call employers, is time taken away from processing transmittals or answering employer questions. With the IRIS transition underway, time is a precious commodity for both ESC and employers.

Often during the calls, ESC learns PERSI records have the correct email information, but the employer uses a spam filter that doesn't recognize PERSI or the individual has set a spam blocker that won't allow PERSI correspondence to get through. Either way, as PERSI continues to expand its use of

Whether it's the newsletter or updates about transmittal reporting changes associated with IRIS, it is important for employers to get correspondence from PERSI. So please help PERSI better utilize its time by changing your computer settings or talking with your IT Department about allowing PERSI emails to get through.

If you do change your email address, please let PERSI know by contacting ESC at 1-866-887-9525 or 287-9525 in the Treasure Valley area.

NEW DEPUTY DIRECTOR FOR PERSI

In the fall of last year, PERSI began its search for a new deputy director. After receiving more than 50 résumés, PERSI decided to interview the top ten candidates -- a field eventually reduced to three. Following the final interviews, the unanimous choice for the job was Lisa Steele. She accepted PERSI's offer and officially became the new deputy director the first week of December. Lisa came to PERSI after spending four years with the Boise City/Ada County Housing Authority.

Bay Area. She holds an MBA in Finance from Golden Gate University and a BA in Business from University of Idaho.

Already meeting with state lawmakers and with PERSI leaders, Lisa is quickly gaining an understanding of PERSI operations.



Lisa Steele
Deputy Director

Over the course of her 25-year career, Lisa held senior-level positions with Neighborhood Housing Services in Boise, and Sutro & Company and World Savings & Loan in the San Francisco

Lisa is the proud mother of three children, ages 16, 14 and 11. She is actively involved in the community and enjoys skiing, hiking, biking and camping in the great outdoors of Idaho.

YOUR OPINION COUNTS: A SURVEY MAY BE COMING YOUR WAY



Kaci Guthrie
Xerox HR Solutions Trainer

Kaci Guthrie, an educator with Xerox H.R. Solutions (the Choice 401 (k) Plan record keeper), has been working with PERSI on a survey designed to help her understand the best way to provide Choice Plan education to employers and members. If you

are one of the employers selected to complete a survey, there's no need to call PERSI. Kaci is authorized to contact PERSI employers about the survey and educational opportunities.

Since 2011, Kaci has traveled the state on behalf of PERSI talking to employers about the benefit

to members of participating in the Choice Plan to supplement their PERSI Base Plan retirement benefits. Now that Kaci has a good feel for the job, employers and the Choice Plan, she wanted to take it a step further.

The online survey, using Survey Monkey, will provide needed feedback about the best way to approach a Choice Plan education program.



Kaci will share what she learns with PERSI and, together with Choice Plan Manager Diane Kaiser, develop an education program that meets employers' needs.

Thank you to everyone who participates...your opinion really does count.



The initial IRIS training for employers began as scheduled on January 30th and 31st in PERSI's Boise office. Eleven employer volunteers were provided with both a training manual and a Quick Start Guide to start the day. To kick off the training, PERSI gave a brief presentation to help employers understand IRIS a little better and to get a feel for the training agenda.

Training topics included:

1. A Navigational Tour of the Application;

2. Use of the Basic Functions for Rolling Forward and Editing a Transmittal; and
3. Error Corrections, Terminations, Adding New Employees, Modification of Compensation, Change in Status, and Eligibility.

Examples were used throughout the training manual for clarity. Based on feedback from these volunteers, PERSI will finalize the training materials.

The same PERSI team who conducted the IRIS informational meetings over the summer months also coordinated the

initial training workshop and will conduct user training sessions throughout the state over the coming year.



IRIS training on January 30, 2013 in Boise.