



THE HR CONNECTION

We work better, when we work together....

November 2013

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As we all know, policies and procedures are constantly being updated and improved. The only way to make these changes work effectively is through good communication. As our partners in the districts, divisions, and troops, our goal at MPERS is to do our best to keep you informed of any changes that we make. Therefore, we will be sending out informational emails on a regular basis to update you on any changes, concerns or questions that we may have and to in turn give you an opportunity to communicate with us any questions or concerns that you may have. If you have topics you would like for us to address, please send them to us and we will do our best to incorporate them in future connections.

New Email Address for MPERS Staff

MPERS has recently acquired new IT services and has switched to Microsoft Outlook. Everyone at our office now has a new email address. Below is a listing of the Benefits Staff email addresses.

Payroll

Angel Backes Angel.Backes@mpers.org
Tammy Kroll Tammy.Kroll@mpers.org
Leigh Love Leigh.Love@mpers.org

Benefits

Mariel Hale Mariel.Hale@mpers.org
Mary Jordan Mary.Jordan@mpers.org
Bev Wilson Bev.Wilson@mpers.org

MPERS is Going Paperless

Effective with the **January 2014** payroll, MPERS will no longer be mailing payroll advices each month. This change was initially scheduled for November, but has been pushed back due to testing, programming, etc. Notices have been sent to the members explaining the change. We have also provided them with detailed steps for viewing their secure information on-line. MPERS will still be contacting the members via mail if there are any changes to the member's benefit amounts. Attached is a copy of the flyer sent out with the October benefit payments.

Secure Member Access

As we move toward our goal of becoming paperless, we have found some challenges with the email addresses stored in our Secure Member Access. We are asking for your help to resolve this. Below is a description of the issues found:

1. When the members set up their account, the district/troop rep used their email address instead of the member's

This is an issue because we are sending confidential correspondence to the member and we want to ensure that they are the one receiving it. As we move forward, more and more information will be sent via this email address and therefore, it is very important that it is accurate. Please encourage the member to use their own email address when setting up their account, or encourage/help them to set up a new (free) personal email via yahoo, Gmail, Hotmail, etc. We are trying to find these members, but if you know of someone that you helped set up under your email address, please contact them and ask them to update their email address on file.

2. When a member retires, they are forgetting to change their email address and therefore we are sending their correspondence to their old work email address

We will be working on ways to remind the members about this needed change, but we also ask you to please add this to your list of items to discuss with members when they are filling out their retirement paperwork.

Non-State Sponsored Deductions

MPERS has been deducting four non-state sponsored insurances, Met Life/BMA (Patrol), Voluntary Life (MoDOT), Conseco/Washington National (Patrol), and Central United Life/Manhattan Insurance Group (MoDOT). According to the statutes governing our plan, we are only authorized to deduct premiums for State sponsored plans. Therefore, effective January 1, 2014, we will no longer be withholding these premiums from the retirees benefit payments (BMA has already stopped effective 9/1/13). As such, we will not start new deductions for any members retiring between now and January. Retirees will have to start making these payments directly to the insurance companies. We have notified the retirees about the changes to their life insurances, and a letter will go out soon regarding the change to their cancer policies. Below is a list of contact information in case you receive calls from retirees about these changes. Please feel free to contact us if you need any additional information.

BMA/Met Life	Voluntary Life	Central United Life/ Manhattan Insurance Group	Conseco/ Washington National
Jennifer Hays (816) 204-3173	(314) 849-6363 ext. 107	(800) 669-9030 (Option 5)	(800) 541-2254

MoDOT Reps: If you have the form "*MoDOT Cancer Insurance Deduction Authorization/Cancellation*" please discontinue using it. You will need to contact the cancer company to determine what forms they would like for you to use, since this form directly relates to payroll deduction from MPERS.

Please let us know of anyone that needs to be added to/removed from this distribution listing. As always, please feel free to contact us with any questions or concerns you may have!