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

# November 2015

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### **Happy Anniversary!**

The November 2015 edition, marks two years that we have been distributing The HR Connection! In that time we've covered several important topics. We hope you continue to enjoy, and learn from, these newsletters. If there are any topics or questions you would like to have addressed in The HR Connection, please feel free to pass them along to us!

## **Employer Forms**

As we mentioned in October, there is a section on our website, designed specifically for you, as the employers. The **Employer** page includes links to The HR Connection, HR Reference Manual, Workplace Possibilities, Publications, and Forms. **This is also exclusively where you will find the** *Membership Record, Leave of Absence*, and *Termination of Employment* forms. These forms are only used by the employers, and are therefore not listed on the Forms page with the rest of our member forms. They are also not listed as a drop box under Employer. You must click on the Employers page to find these forms. Please make sure to use the forms from our website to ensure you always have the latest version. Attached is a screen shot of the Employer Page. If you have any questions, please feel free to contact us!

## **Demographic Updates for Active Members**

We often receive phone calls from active employees who wish to change their personal information. Please note that MPERS receives all active employee demographic information via SAMII. Any adjustments we make will be overridden by the next payroll feed we receive from SAMII. Therefore we are unable to update the following demographics for active employees. These will need to be updated, via SAMII, by your agency.

- 1. Marital Status
- 2. Address information
- 3. Gender
- 4. Date of Birth
- 5. Ethnicity
- 6. Name Changes

### **History of MPERS**

MPERS is currently celebrating our 60th anniversary. Our system has seen many changes throughout the years both to the benefits we provide, and how we operate administratively. There is a brief history write up on our website under "About MPERS – History of MPERS". If you've taken the time to view this page, you will notice there is also a very detailed document available that breaks down historical events by the year in which they occurred. If you have not yet viewed this write up, please take some time to do so. This document helps provide a good understanding of how we started, what, and when, changes have occurred throughout the years, and how we got to where we are today. This is also a good reference to answer questions regarding when benefits became available, or changed. We hope you find this information interesting, and informative.







MoDOT & Patrol Employees' Retirement System

myMPERS Login

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# **Employers**



The employer portion of MPERS website provides valuable information, forms, and training for human resource representatives and/or benefit personnel. This includes access to handbooks, brochures, newsletters, forms, procedure manuals and other relevant information. As our website evolves look for more useful information available here at the tip of your fingers. If you have any suggestions for our website, as an employer or otherwise, please send them to the email address listed at the bottom of this page.

### The HR Connection

The HR Connection is a monthly newsletter intended for payroll, benefits & human resources staff of MoDOT & the Highway Patrol. It provides legislative and policy updates pertaining to MPERS as well as serving as a forum to address any questions or confusion pertaining to our daily work. Please email Angel.Backes@mpers.org if you have any questions about The HR Connection, or if you have a topic you would like addressed in a future edition.

#### **HR Reference Manual**

This manual is intended for MoDOT & Highway Patrol personnel that assist members with retirement & disability related benefits.

#### **Workplace Possibilities**

Workplace Possibilities is a program offered through the Standard Insurance Company to members who have a medical condition that could lead to disability but providing the member with specialized equipment or modifications to their work environment.

### **Publications**

MPERS offers multiple publications to keep you informed of your benefits and the retirement system in general. From subject matter brochures to comprehensive handbooks describing your retirement and disability benefits, there is a wealth of information available online or by contacting one of our benefit specialists.

### **Forms**

Below are a listing of forms that pertain to you, as the employer, only. For a full listing of forms available, click on "Forms" above or on the sidebar.

Membership Record

Leave of Absence

Termination of Employment

Search...





Retirement Benefits



Disability Benefits



Forms



**Publications** 



e-Learning Videos



Tools and Calculators



Pre-Retirement Seminars



Calendar of Events



Board Meeting Summaries



**Have a Question** for MPERS?



**How Are** We Doing?