

**August Special Board Meeting, Annual Seminar Recap,  
Address Solicitation Letters, City Correspondent Training, Online Payroll Training**

**August Special Board Meeting Report**

The TMRS Board met in McAllen on August 18 and 19 to discuss revisions and new objectives for the System's strategic plan. The current TMRS strategic plan was adopted in December 2007 and, among other objectives, addressed the change in actuarial cost method and the diversification of investments. Nearly all of the objectives adopted at that time have been completed. The purpose of this special meeting was to brainstorm potential future objectives.

Broad topics included in the strategic planning session were potential Board legislative policy, succession planning for key staff, investment division staffing, and customer service and communications issues. The Board will continue to work on the strategic plan and will adopt a proposed plan that includes new objectives at a future meeting. No action was taken in this session.

The next scheduled meeting of the TMRS Board of Trustees is September 21-22 (Wednesday and Thursday), in Austin.

**Annual Training Seminar**

The TMRS Annual Training Seminar, "All Together Now," held at the Hyatt Regency Austin August 14 through 16, featured two prominent economists, A. Gary Shilling and Dean Baker, discussing the U.S. economy and public pension funds.

The annual seminar reviewed TMRS in 2011, recent legislative changes that affect our System positively, and the actuarial and investment outlook. This year's seminar recombined the former Finance/Funding Seminar and the Administrative Seminar into one seminar with two program tracks. During Tuesday's breakfast, we were honored to receive comments from one of our prominent friends in the Legislature and the House sponsor of SB 350, Representative Vicki Truitt.

The seminar turnout was excellent — 163 people from TMRS cities attended, and 109 different TMRS cities were represented. Documents recapping the seminar are posted on the web, including the [Seminar Program](#) (pdf) and the [seminar presentations](#) for the Training Track, the Finance Track, and the General Sessions.

Our thanks to all the speakers and to the city staff who participated!

## **City Certification Course Planned for November 1-2**

If you're a new City Correspondent, a seasoned veteran who'd like a refresher course, or any other authorized contact who works on TMRS matters, the City Certification Course is the best place to get all the administrative details you need. You do not have to be your city's designated Correspondent to take the course; employees in HR and those handling payroll are also encouraged to attend. The fee for the course is just \$75.

This comprehensive 1½-day training course uses a case study format to demonstrate the ongoing relationship with TMRS throughout an employee's career, through retirement, and beyond. The class manual, which explains TMRS forms and highlights common issues you may encounter in administering the program, also serves as a post-course reference guide. Subjects covered include: Correspondent Duties, City Rates, Member Enrollment, Service Credit, Refunds, Divorce, Disability, Buyback, Updated Service Credit, Retirement, Post-Retirement Issues, and Death Benefits. The final session offers City Portal Training for those who have not already signed up to use the City Portal.

A [registration form](#) and course [agenda](#) are available online for the November course. We will post hotel information and map information in mid-September. If you sign up before then, we will e-mail you the information about the reserved block of rooms (government rate). In addition, after you sign up, we will send you a confirmation note with a map. If you have any questions about the upcoming course, send an e-mail to [communications@tmrs.com](mailto:communications@tmrs.com).

## **Address Update Requests Sent August 25**

After the recent mailing of the *INSIGHT* newsletter to TMRS members, the U.S. Post Office advised us that approximately 4,500 recipients of the publication had new addresses. In order to update these addresses in our records, using the list of "forwardable" addresses provided by the Post Office, Member Services sent these members a letter requesting that they personally update their address with TMRS by completing the change of address form (TMRS-CHNG) provided on the reverse side of the letter.

If members ask you about this letter/form, please encourage them to send it in (we can only change a member's address if they send or fax us the TMRS-CHNG form). As always, if they need to speak to someone at TMRS regarding this matter, encourage them to call our toll-free number: 800-924-8677.

## **Online Payroll Training Available Now!**

TMRS is offering an online training module that shows — in detail — how to submit your city's Monthly Payroll Report. The training page is posted on the TMRS website [here](#). Included within the training are the following components:

1. **Payroll Reference Guide** (to be reviewed, printed, and kept for future reference).
2. Forms tutorial “**How to Fill Out Payroll Forms,**” which guides you through completion of TMRS payroll forms, and shows you how to calculate the correct amount to send to TMRS each month.
3. As needed for review, “**FAQs Regarding Payroll Submission.**”
4. Filing payroll electronically, using either the **Electronic Payroll Guide** or the **TMRS City Portal.**

*NOTE - Previously issued e-bulletins are posted in the E-Bulletin section under the Publications page on the TMRS Website.*