



District Business & Advisory Services

Judy Lee Kershaw, Director - DBAS: 408-453-6599

Bulletin: 19-007

Date: August 3, 2018

To: District Chief Business Officers
District Fiscal Directors
District Personnel and Payroll Directors

From: Nghia Do, District Business Advisor

Re: **Important Update:** Fiscal Year 2018-19 Reporting Retired Annuitant's Post Retirement Employment to California Public Employees' Retirement System (CalPERS)

The purpose of this bulletin is to inform districts that the my|CalPERS system has been updated in accordance with the amended Government Code (G.C.) section 21220 of the Public Employees' Retirement Law (PERL) regarding the required reporting of retired annuitants. CalPERS will begin assessing fees July 1, 2018.

Actions Needed By Districts:

- Districts shall enroll a retired member into my|CalPERS within 30 days of the effective date of hire or a fee of two hundred (\$200) dollars will be assessed per month until the retired annuitant is enrolled and payroll information is posted.
- CalPERS will not be assessing fees retroactively for retired members enrolled late. For example: if a retired member was hired on January 1, 2018 but the district did not enroll the retired member until August 1, 2018, the district will only be assessed one \$200 fee for the late enrollment as this program is effective July 1, 2018.
- Districts shall report and post a retired member's payroll records within 30 days following the last day of the effective earned period or a \$200 fee will be assessed per month until the payroll information is posted.
- CalPERS will not be assessing fees retroactively for a retired annuitant prior the July 2018 payroll even if the payroll information is missing or reported late.
- Districts will need to use the Payroll Schedule local navigation link or the Retirement Appointment Reconciliation screens to maintain enrollments and confirm any missing payroll to avoid being assessed a \$200 fee for each retired annuitant.
- Failure to report or confirm missing payroll timely will result in a fee.
- Districts should review all of their retired annuitant appointments for compliance before CalPERS begins assessing fees. Each retired annuitant currently working at a district should have an appointment in my|CalPERS.

- Districts are responsible for terminating the retired annuitant's appointment in my|CalPERS once the employee separates from the district.

For additional information, please refer to CalPERS circular letters [200-10-18](#) & [200-048-18](#) and DBAS bulletins [180-004](#) & [18-004B](#).

<https://www.calpers.ca.gov/docs/circular-letters/2018/200-010-18.pdf>

<https://www.calpers.ca.gov/docs/circular-letters/2018/200-048-18.pdf>

<https://legacy.sccoe.org/docs/DBASBulletins/18004%20Combined.pdf>

<https://legacy.sccoe.org/docs/DBASBulletins/18-004B%20Important%20Update-FY2018-19%20Reporting%20Retirees%20to%20CalPERS.pdf>

Please distribute this memo within your District as deemed appropriate.