

## ACTION ITEMS: KEY DATES & DEADLINES

### JUNE

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**June 30, 2024 – Second Quarter Member Contributions Due – Revenue Transmittal Form (PMRB-20).** Interest is charged on second-quarter contributions received after June 30. As a reminder, a Revenue Transmittal (PMRB-20) form must accompany each financial transaction (i.e., ACH or check). [The PMRB-20 is located on our website.](#)

Please complete, date, sign, and return the form to PMRS and retain a copy for your files. If you are paying via ACH please submit your completed PMRB-20 via email, [RA-RSCOMPLETEDFORMS.pa.gov](mailto:RA-RSCOMPLETEDFORMS.pa.gov). Please only submit the form once to avoid duplicate or delayed processing.

### JULY

Su	Mo	Tu	We	Th	Fr	Sa
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**July 31, 2024 – Second Quarter 2024 Quarterly Report of Compensation & Contributions (PMRB 21) Due.** Prepopulated forms will be emailed in late June to each plan contact on file with PMRS. However, [blank fillable PMRB-21 forms in pdf and excel are available on our website.](#)

Please complete and return the form to PMRS and retain a copy for your files. Plans are encouraged to submit your completed PMRB-21 via email to [RA-RSCOMPLETEDFORMS.pa.gov](mailto:RA-RSCOMPLETEDFORMS.pa.gov). Please only submit the form once to avoid duplicate or delayed processing.

### AUGUST

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Plans without any active members should still submit a PMRB-21 form indicating no active members to ensure our records are accurate.

**September 30, 2024 – Minimum Municipal Obligation (MMO) worksheets will be mailed in August.** The MMO must be completed by the plan’s chief administrative officer and submitted to the plan’s governing body for approval by September 30. Approved forms should be submitted to PMRS by October 7, 2024.

### SEPTEMBER

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**PMRS Board Meetings** – Board meetings are open to the public. For more information on location/virtual link, [please visit our website.](#)

- June 20, 2024
- Sept 19, 2024
- December 19, 2024

## MESSAGE FROM OUR CEO

Fifty years ago, our organization embarked on a mission to provide pension administration services to local government employees, helping them build a secure foundation for their retirement. PMRS started with 100+ plans and \$20 million in assets. Today, we are serving 1,060 plans, 18,000 members, and \$3.3 billion in assets and we continue to grow. To say we’ve come a long way might be considered an understatement.

In the past fifty years, we’ve adapted, innovated, and expanded our services. We weathered economic storms, embraced technological advancements, and consistently prioritized our

plans and members. Over the years we have dedicated our time and resources to focus on innovation, collaboration, and financial strength. PMRS' portfolio continues to be well positioned in the dynamic market environment. Our financial strategies continue to keep PMRS in a good financial position and secure our standing in the top 5% of pension plans nationally.

Our commitment, from the past 50 and in the future, lies in the understanding that behind every pension plan is a person, public servant, retiree, a family, and a life. As PMRS moves into the second half of this year, we are focused on education and communication. Our program staff are working on enhancing our members' experience through large group pre-retirement seminars and more pension education workshops. Additionally, we strive to empower you, our employers, by streamlining communications through email and quarterly newsletters to keep you informed of important deadlines and pension news. Our ongoing commitment to you includes a future focused on innovation, technological advancements, and continued portfolio diversification to safeguard and grow our members' assets.

Thank you for your support, and we look forward to administering a secure future for you and your employees for another 50 years.

Sincerely,



Timothy Reese  
CEO, PMRS

## FINANCIAL REPORTING UPDATES

PMRS has worked through the multi-year financial reporting backlog and has returned to a normal fiscal cycle. We will continue to evaluate our processes and refine the reporting schedule to speed up our reporting wherever possible. For the 2023 fiscal year, we are on track to issue the Annual Comprehensive Financial Report (ACFR) by July 31, followed shortly thereafter by the Schedule of Fiduciary Net Position by Participating Employer and the SOC 1 Type II Audit.

We recently provided our actuaries with the financial information necessary to begin working on the GASB 68 reports and Act 293 reports for December 31, 2023. We anticipate the GASB 68 reports to be completed in the fall, but no later than the year-end. They will be distributed via email to the plan's contact and published on our website.

It is important to note that the timeline for the December 31, 2023, GASB 68 report should not delay the issuance of your December 31, 2023 ACFR. GASB 68 guidelines state that the measurement date of the GASB 68 report should be within one year of the reporting date. Since the measurement date of the most recent GASB 68 reports is December 31, 2022, and municipalities are reporting their December 31, 2023 fiscal year, it meets the one-year requirement.

### Member Annual Statements

2023 Member Annual Statements were mailed at the end of April.

### Municipal Financial Activity Reports

2023 Municipal Financial Activity Reports were emailed to employers on May 24. If you didn't receive them, please contact our office.

## UPDATES FROM PMRS

### Check Your Email Contact Information

PMRS has shifted most of our communications to email. This process is meant to streamline and provide information to you in a timelier manner. Please contact PMRS if your contact information has changed.

## Annual Plan Amendments

If there are any provisional changes to an employer plan document, a plan amendment must be submitted along with the ordinance and/or resolution. Plan amendments should be effective prospectively, so please plan accordingly and contact your Client Relations Municipal Specialists to discuss and obtain the necessary documents to add a plan amendment.

## Collective Bargaining Agreements and Pensions

Remember to reach out to our Client Relations Municipal Specialists for guidance on negotiating union contracts and how it could affect the pension plan.

## Regionalization of Police Plans

As more police departments are consolidating services and regionalizing, this might directly impact your pension plans. Please contact one of the Client Relations Municipal Specialists while in the planning stages of your regionalization to ensure the pension plans are designed appropriately.

## PMRS is Celebrating 50 Years

We are in the process of collecting stories about how PMRS has helped municipalities with administering pension plans for employees and how our pension plans have helped members save for their retirement. Did PMRS staff help you with managing your pension, was there a particular event that made managing your pension easier, or have you been with us since the beginning and want to share your experience with us? We would love to hear your story! Share your experience here.

[Visit our homepage to see our 50-year timeline.](#)

Additionally, as part of our 50th anniversary, PMRS will be reintroducing pre-retirement seminars. These seminars are ideal for municipal employees to gain a better understanding of their retirement options, particularly those looking to retire in the next five years. More information will be available in the coming months.

## Need Help?

To better serve our municipalities, we've assigned points of contact based on the type of employer. The goal is to provide a relationship manager who is familiar with your municipality. Please feel free to contact them with any questions or requests.

You are also always welcome to call 800-622-7968. Completed forms can conveniently be submitted electronically by sending to [ra-rsCompletedForms@PA.gov](mailto:ra-rsCompletedForms@PA.gov).

Municipality Type	Contact	Contact Information
Regionals & Townships	Rhonda S. Joy Municipal Specialist	Direct: 717-772-1582 <a href="mailto:rjoy@pa.gov">email: rjoy@pa.gov</a>
Boroughs & Counties	Jo Anne Meyer Municipal Specialist	Direct: 717-710-2014 <a href="mailto:joameyer@pa.gov">email: joameyer@pa.gov</a>
Cities & Authorities	Melissa Brandt Municipal Specialist	Direct: 717-547-3857 <a href="mailto:melibrandt@pa.gov">email: melibrandt@pa.gov</a>
Director of Client Relations	Vicki Long	Direct: 717-425-5527 <a href="mailto:vilong@pa.gov">email: vilong@pa.gov</a>

