

THE Inside STORY

A Utah Retirement Systems Newsletter for Employers

Employer Message Center

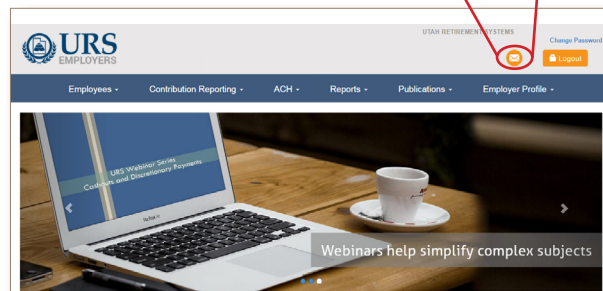
Send Secure Messages

You may now send secure messages to URS without using email. An Employer Message Center has been developed and is now functional online.

Find it at the [Employer log in page](#) at www.urs.org. Click the orange envelope at the top of the page. Be sure appropriate employees who send member data have access.

Questions or suggestions? Contact your Employer Support Technician directly or call us at 800-753-7318. ■

Click this icon at the top of the page after you log in to access the Employer Message Center. See [this video](#) for details.



Time to Wrap Up Your Year-End Contribution Reporting

Please accurately complete your year-end contribution reporting soon.

Remember to designate the correct tax year. It's possible to have pay period end dates in 2017 that have tax year dates in 2018. The day you pay your employees determines the tax year.

All savings plans contributions posted by December 31, 2017, will appear on your employees' first quarter savings plans statements that are distributed to your

employees in early January.

All pension contributions posted by January 31, 2018, will appear on the annual pension statements that will be distributed to your employees in March.

We need your reports a few days in advance of those deadlines to ensure the contributions are posted and captured on the statements. Questions? Please contact your Employer Support Technician directly or call us at 800-753-7318. ■

Save the Date » URS Employer Event, March 28, 2018, Little America, Salt Lake City

Focus Group Responses

Acting on Your Feedback

In response to your requests, we've addressed several of your needs, with others in the works

We completed another round of employer focus group sessions this fall and wish to thank those who participated.

We discussed post-retired independent contractors, business processes, contribution adjustments, contribution accounting, and employer training, among other topics. We appreciate the candid feedback and have used it to develop goals for process improvements to better serve you.

You helped us understand that identifying post-retired independent contractors is time-consuming and burdensome. We plan to develop a batch

process to more rapidly assist you with the identification process.

We pitched a payroll file sharing proposal to help make the contribution reporting process easier for you. You provided valuable feedback and gave us a lot to consider.

Redundant steps in certain online processes were brought to our attention. We will make programming improvements to address them.

Your input was valuable in discovering better ways of submitting adjustment payments and better ways of communicating accounting outcomes to you.

We're always looking for focus group participants. Please contact us at 800-753-7318 to volunteer. ■

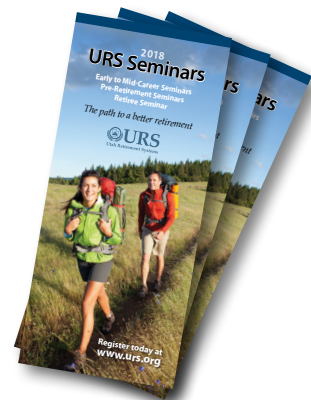
Need Content for Your Employee Newsletter?

If you have an employee newsletter or internal homepage, we can provide articles with news and information about URS benefits. Email publications@urs.org. ■

2018 Seminar Schedule Coming in Mid-January

The full schedule of 2018 URS Early to Mid-Career, Pre-Retirement, and Retiree Seminars will be available in mid-January.

Please encourage your employees to attend these important, free seminars. Our 2018 promotional brochure provides details, including the complete schedule. Email publications@urs.org to order copies for your workplace. ■



Rules for Exchange Employees

Such employees are ineligible for URS retirement benefits

Exchange employees from outside the state are identified in statute as ineligible for URS retirement benefits. [Board Resolution 2011-03](#) defines an exchange employee as “...any employee whose primary employment is outside the state of Utah and who is employed by a participating employer for a fixed period of time with the intent at the time of hire of returning to the place of their primary employment and includes employees in this country on an exchange visa.”

The [J-1 Visa](#) is designated as the “exchange visitor” visa. Employees with these visas meet the criteria to be classified as exchange employees and are ineligible for URS retirement benefits. You, the employer, must determine if other visas allow for employees to

Laws related to exchange employees:

[U.C.A. § 49-12-203](#)

[U.C.A. § 49-13-203](#)

[U.C.A. § 49-22-203](#)

meet the exchange employee criteria, as provided in the Board Resolution.

If an employee changes visas from one that meets the exchange employee criteria to one that does not, and if the employee meets the other criteria for retirement eligibility (sufficient hours worked and a qualifying benefit), you must recertify the employee as eligible for retirement benefits.

Questions? Please contact your Employer Support Technician directly or contact us at 800-753-7318. ■

Stay Current With Employer Guide Updates

We regularly update our online [URS Employer Guide](#) and provide an Executive Summary of Updates within the guide detailing those changes to keep you current on pertinent administrative matters.

We typically provide quarterly updates, unlike our former practice of providing only annual updates to the hard copy guide.

The online guide includes a helpful search function and is formatted to help you find answers to your questions more efficiently.

Even with these improvements, we’re always looking at better ways to serve you. Please contact us at 800-753-7318, email suggestions@urs.org, or use our new Message Center to provide us with your thoughts and ideas. ■

Did You Know?

» You can now send up to 500 records in each batch ineligible file! The previous limit was 100 records.

» You can access a Contribution Report, Adjustment Report, and Adjustment Summary Report on the Employee Management Center after each contribution file has been posted.

Employer Webinars & Videos

Let Us Help You Navigate URS

Is navigating the Employee Management Center intimidating? We have a webinar to help you with that! Do you have questions on post-retirement laws? We have a webinar for that! Do you understand how to certify your contacts annually? We have a how-to video that steps you through that process!

Our [Employer Webinars](#) and [Employer How-to Videos](#) are outstanding resources available at the Employer Section of www.urs.org.

Join webinars during the live presentations every third Wednesday of

the month at 10 a.m. (with exceptions for months when we conduct face-to-face training) or view the online archive.

We will be covering the following topics in upcoming webinars:

January 17, 2018 » Reportable Compensation

March 21, 2018 » Exchange Employees

Questions or suggestions? Please contact your Employer Support Technician directly, call us at 800-753-7318, email us at suggestions@urs.org, or use our new Message Center to share your thoughts and ideas. ■

2018 Contribution Limits

Plan	Maximum Employee Contributions	Additional Employee Catch-up Contributions (age 50+)	Employee and Employer Combined Contribution Limit
401(k)	\$18,500	\$6,000	\$55,000
457	\$18,500	\$6,000	\$18,500/\$24,500
Traditional IRA	\$5,500	\$1,000	N/A
Roth IRA	\$5,500	\$1,000	N/A

401(k) and 457 Plan Contribution Limits »

2018 contribution limits for the 401(k) and 457 plans is \$18,500, with an additional age 50 catch-up provision of \$6,000. So for those employees age 50 or older the limit is \$24,500 into each plan (401(k) and 457) for a combined total of \$49,000. For those under the age of 50, the combined limit will be \$37,000 (\$18,500 for each plan).

Roth and Traditional IRA Contribution Limits »

The 2018 contribution limit for both the traditional and Roth IRA is \$5,500, with an additional age 50 catch-up provision of \$1,000. Also, remember the IRA limit is combined so employees are limited to a total of \$5,500/\$6,500 for all of the IRAs that they own.