MONTGOMERY COUNTY EMPLOYEE RETIREMENT PLANS

2019 PLANNING & APPLYING FOR RETIREMENT SEMINARS
Employees' Retirement System (ERS) – Retirement Groups A, E, F, G, H or J

PLANNING for Retirement Seminars - Planning seminars will provide information regarding when a member can retire, how the pension benefit is calculated and payment options. Members should attend a Planning seminar *at least 3 months prior* to the anticipated retirement date. The seminars are scheduled from 9:30am - 11:00am on the following dates:

September 26, 2018	January 16, 2019	May 15, 2019	September 18, 2019
October 17, 2018	February 20, 2019	June 19, 2019	October 16, 2019
November 21, 2018	March 20, 2019	July 17, 2019	November 20, 2019
December 19, 2018	April 17, 2019	August 21, 2019	December 18, 2019

Participants **exiting Police DRSP or Fire/Sheriff & Corrections DROP are **not** required to attend the ERS Planning seminars.*

❖ Prior to attending, print out a Pension Estimate. Log on to the ePortal with your County username and password at https://eportal.montgomerycountymd.gov.

1. Choose the PeopleSoft / Pension Administration option
2. Click on Self Service and then Benefits Information
3. Click on Pension Estimates. Enter the first of the month in which you plan to retire as your retirement date.

❖ For information regarding Retiree Health & Life Insurance, you **MUST register for a separate Pre-Retirement Health Insurance seminar**. Additional information can be located on the Office of Human Resources website at http://www.montgomerycountymd.gov/HR/index.html/.

APPLYING/SIGNING for Retirement Seminars (Prerequisite - *ERS Planning for Retirement* seminar*)

When a member has decided on a retirement date, register for an *ERS Applying for Retirement* seminar. Prior to the seminar, retirement information and forms will be emailed/mailed to the member. The seminars are scheduled from 9:30am - 10:30am on the following dates:

October 3, 2018	(Retire on 12/1/18)	May 1, 2019	(Retire on 7/1/19)
November 7, 2018	(Retire on 1/1/19)	June 5, 2019	(Retire on 8/1/19)
December 5, 2018	(Retire on 2/1/19)	July 10, 2019	(Retire on 9/1/19)
January 9, 2019	(Retire on 3/1/19)	August 7, 2019	(Retire 10/1/19)
February 6, 2019	(Retire on 4/1/19)	September 4, 2019	(Retire 11/1/19)
March 6, 2019	(Retire on 5/1/19)	October 2, 2019	(Retire 12/1/19)
April 3, 2019	(Retire on 6/1/19)	November 6, 2019	(Retire 1/1/20)
		December 4, 2019	(Retire 2/1/20)

Participants **entering Police DRSP or Fire/Sheriff & Corrections DROP are **not** required to attend the ERS Signing seminars.*

Registration is required for all seminars   Registration Instructions ⟹

How to register for a Retirement seminar

Log into the County's ePortal at https://eportal.montgomerycountymd.gov. If you need assistance with the registration process, please contact the OHR Training Team at 240-777-5116.

1. Select **Oracle Employee Self Service (ESS)**
2. Select **MCG HR Employee Self-Service**
   *Scroll down to **Learner Access: Learning** and click on **Learner Home***
3. In the Search bar enter "**retire**"
4. Click on the <u>icon</u> (yellow envelope) below **Choose or Enroll in class**
5. Click on the <u>icon</u> (yellow envelope on right hand side of the page) next to the retirement course you are selecting
6. Click on "**Enroll**", "**Review**" and "**Submit**"

Class Location: Rockville Memorial Library (9:30am – 11:00am)
                     1st Floor Meeting Room
                     21 Maryland Avenue

Parking Options: COB Visitor Parking Garage – Free up to 4 hours with County ID
                     100 Maryland Ave
                     Rockville, MD 20850

                                  OR
                     Rockville Town Square Garages – Free up to 2 hours with Library validation

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If you are an ERS (Group A, E, F, G, H or J) member planning to retire, you should register for the following courses:

1. ERS Retirement Planning- ERS Groups A, E, F, G, H or J Class
2. Health Insurance Planning for Retirement Class
3. ERS Applying to Retire – ERS Groups A, E, F, G, H or J Class*
4. Health Insurance Applying to Retire Class*

*If you are Applying to Retire, register for the courses **even if you cannot attend.**
Retirement & OHR Health Insurance will then mail forms to your home address after the seminar.

Members of the **401(a) Retirement Savings Plan (RSP)** or **Guaranteed Retirement Income Plan (GRIP)** should contact the onsite Fidelity representative at 240-777-8228 or fidelityonsite@montgomerycountymd.gov for retirement counseling information. Appointments can be scheduled online at http://www.montgomerycountymd.gov/mcerp/investment/counseling.html