



MONTGOMERY COUNTY EMPLOYEE RETIREMENT PLANS

2021 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:

October 21, 2020	January 20, 2021	May 19, 2021	September 22, 2021
November 18, 2020	February 24, 2021	June 16, 2021	October 20, 2021
December 16, 2020	March 17, 2021	July 21, 2021	November 17, 2021
	April 21, 2021	August 18, 2021	December 15, 2021

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. Retirement date should be first of the month in which you plan to retire.
- ❖ For information regarding Retiree Health & Life Insurance, you **MUST register for a separate Pre-Retirement Health Insurance seminar**. For more information visit: <https://montgomerycountymd.gov/HR/Benefits/RetirementPlanning.html#1>

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 7, 2020	(Retire on 12/1/20)	June 2, 2021	(Retire on 8/1/21)
November 4, 2020	(Retire on 1/1/21)	July 7, 2021	(Retire on 9/1/21)
December 2, 2020	(Retire on 2/1/21)	August 4, 2021	(Retire on 10/1/21)
January 6, 2021	(Retire on 3/1/21)	September 1, 2021	(Retire on 11/1/21)
February 3, 2021	(Retire on 4/1/21)	October 6, 2021	(Retire on 12/1/21)
March 3, 2021	(Retire on 5/1/21)	November 3, 2021	(Retire on 1/1/22)
April 7, 2021	(Retire on 6/1/21)	December 1, 2021	(Retire on 2/1/22)
May 5, 2021	(Retire on 7/1/21)		

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



Montgomery County Employee Retirement Plans

101 Monroe Street, 15th Floor • Rockville, Maryland 20850

Retirement Benefits 240-777-8230 | Fax 301-279-1424 | Retirement@montgomerycountymd.gov

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 icon (yellow envelope) below **Choose or Enroll in class**
5. Click on the icon (yellow envelope on right hand side of the page) next to the retirement course you are selecting
6. Click on "**Enroll**", "**Review**" and "**Submit**"

All seminars will be conducted virtually. You will be sent an invite a week before the seminar with a link to join the session.

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 email/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>.