

*Notice to All Prince George's County Non-Represented Commission Employees*

**A Board Member is Needed for the M-NCPPC Employees' Retirement System Board of Trustees**

**Applications Sought for the  
*Prince George's County Open Trustee Seat***

The Employees' Retirement System Board of Trustees invites applications from any merit system employee working in the Prince George's County offices. MCGEO and FOP employees are not eligible for this position.

Service on the Board provides trustees an opportunity to carry out the mission of the ERS – to prudently manage, protect, diversity, and administer the funds for the sole benefit of the members and beneficiaries to ensure sufficient assets are available to pay the promised benefits.

Appointments are made as a result of an election. The Board of Trustees will recommend the candidate receiving the highest number of votes cast from your peers or a single candidate who is determined to have won by acclamation, to the Commission for appointment to the Board. The successful candidate will serve the remainder of the three-year term ending June 30, 2021.

If interested in serving as a member on the Board of Trustees, send a written statement requesting your desire to serve on the Board along with a brief description of your Commission employment, other interests and personal data pertinent to serving as a Trustee. Statements **must be received, at the ERS Office, by 5 p.m. on September 21, 2018.**

Mail the statement to:

Andrea Rose, ERS Administrator  
M-NCPPC Employees' Retirement System  
6611 Kenilworth Avenue, Suite 100  
Riverdale, Maryland 20737

A Board of Trustee Candidate Packet detailing a Board Member's duties and responsibilities is available at <http://ers.mncppc.org>.

All interested employees are encouraged to contact the ERS' Administrator at (301) 454-1414 regarding the duties and time commitment required as a Board member.

**SEPTEMBER 2018 RETIREES**

Congratulations to the following members on their retirement effective September 1, 2018:

- Christian Bonaparte
- Clarence Boswell
- William Clark
- John H. Ford
- William Gordon
- Norma Kawecki
- Jay Lusby



## OCTOBER BOT MEETING



The next ERS Board of Trustees meeting is tentatively scheduled for **October 2, 2018, at 10 a.m.**, in the **ERS/Merit Board Conference Room**. For more information, please contact the Retirement Office at 301-454-1415 or visit the ERS website at <http://ers.mncppc.org>.

## ANNUITANT ACCOUNT CHANGE FORMS

If you are a retiree or beneficiary and you want to make changes to your address, credit union deduction, direct deposit authorization, and/or tax withholding election, simply complete the form on your monthly earnings statement; request a form(s) from the ERS; or visit the ERS website: <http://ers.mncppc.org/FormsPublication/Forms.html> for printable versions of change forms. Once completed, forms must be returned to the ERS. Forms must include your original signature, so please do not send photocopies. Also, the ERS will not accept faxed or emailed versions of forms that require your signature. *Please do not return forms to Northern Trust.*

**Direct Deposit Authorizations:** In addition to completing and signing direct deposit authorization, you must provide a voided check or account deposit ticket with your name pre-printed on it for verification purposes. You may also submit a letter of verification from your financial institution, on their letterhead, which includes your name and account number.

**State Tax Withholdings:** If you move to a different state, you may need to update your tax withholding information. If applicable, your state tax withholding should be changed as your state of residence changes. The ERS does *not* automatically update this information. If you submit an address change from one state to another, and you do not include a state tax withholding change request, your state tax withholding will remain as is – including the state and the withholding amount. Please consult with your tax advisor or the Internal Revenue Service if you have any questions about your federal and state tax liability, as the ERS staff cannot provide tax advice.

**Important Reminder:** Requests for account changes must be received in the ERS office in writing by the 10<sup>th</sup> of the month for the change to be effective by the next month. Change requests received after the 10<sup>th</sup> of the month may not be effective until the following month. For example, a change request received by October 10<sup>th</sup> will be processed in time for the November payment. However, a change request received after October 10<sup>th</sup> may not be effective until the December payment. Please contact the retirement office at 301-454-1415 or at [contacters@mncppc.org](mailto:contacters@mncppc.org) if you have any questions about this information.

## CONDOLENCES

The ERS Board of Trustees and staff would like to extend their deepest sympathies to the family and friends of **F. Harris Allen**. The former Commission employee died on August 16, 2018. He worked for the Prince George's County Planning Department before retiring on July 1, 1979.