

STRS OHIO EMPLOYER EDUCATION

# Employer Self Service (ESS) Training: Part 2

50-406d, 2/21/0

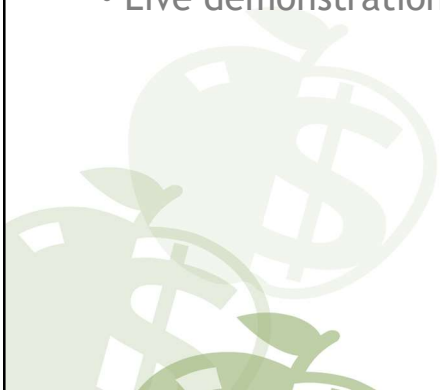
## How To Use GoToWebinar

The image shows two screenshots of the GoToWebinar interface. The left screenshot displays the 'View' menu with 'Auto-Hide the Control Panel' highlighted. A red circle highlights a back arrow icon in a vertical toolbar. The right screenshot shows the 'Audio' settings with 'Computer audio' selected and 'MUTED' status. A red arrow points to the 'Send' button in the questions section.

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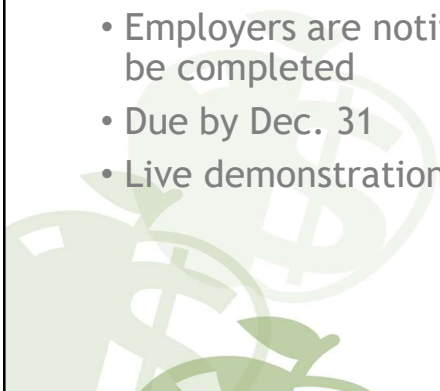
## Pay Date Calendar

- Available in ESS in early April
- Due by first Friday in June
- Live demonstration



## Employment Verification Report

- IRS tax regulations require any individual age 72, who is not actively employed in an STRS Ohio-covered position, to take a minimum distribution from his or her retirement plan
- Employers are notified in early December if reports need to be completed
- Due by Dec. 31
- Live demonstration



## Violation Period Certification

- Generated for members who return to public employment within the first two months following their retirement effective date
- Report earnings for months requested
- Members in violation of the two-month waiting period forfeit retirement benefits for any month of violation



## Additional Tools

### Payroll Report Summary

- Use July 1 as beginning date of fiscal year
- Interpreting the report
- Live demonstration

### Employer Contacts

- Check periodically for accuracy
- Send updates to [report@strsoh.org](mailto:report@strsoh.org)



## Additional Tools

### GASB Reports

- Who may need the reports (auditors)
- Where to access the reports

### Estimated Payroll

- Only for employers participating in state foundation program
- Timing
- What information to provide



## Direct Debit Payment

### Setting Up Direct Debit

- Treasurer and main contact have access
- Timing of approval
- Live demonstration

### Making Payments

- Timing of payments
- Two options – transactions or fixed amount



## New Hire Notifications

- Submit for employees working in an STRS Ohio-covered position
- Due within 10 days of first date on payroll
- First date on payroll = first date actually worked
- Why needed for new members and existing members
- Send via secure file upload or enter in ESS
- SSA-1945 form



## Reemployed Retiree Notifications

- Reemployed retirees are individuals who retired from one of the six Ohio pension systems and are returning to public employment
- First date of service after retirement = first date working in your school after their retirement effective date
- Additional requirements – public notice and public meeting



## Available Resources

- Visit our website: [www.strsoh.org/employer](http://www.strsoh.org/employer)
  - ESS instructions and tutorials
  - Recorded webinars
- Call us: 888-535-4050 (toll-free)
- Email us: [report@strsoh.org](mailto:report@strsoh.org)



## Thank You!

- Additional questions?
- Certificates of completion
- Please complete the evaluation after exiting the webinar



## Exiting the Webinar

Click “File” on the control panel and select “Exit – Leave Webinar”

