

Retirement Board

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Memorandum

To: Liaison Officers

From: Walter Zeron, Employer Services/Communications Director

Date: July 8, 2024

Re: Employer PERIS Update Memo

This memorandum is provided to keep you informed on the status of our Public Employees' Retirement Information System (PERIS) project.

As of July 1, 2024, eighty-three employers have transitioned to PERIS Production. NVPERS is looking to transition additional employers in August 2024. For some employers that have transitioned, the PERIS email notifications from the PERIS Message Center have been going to the employer's spam folder. We advise employers to notify their IT staff to have the sender 'NVPERS@NVPERS.ORG' added to their filter's allowed list.

We have included an updated Employer Error Guide with this memorandum. The updated Guide will also be made available on the PERIS Homepage. We have also included an updated Police-Fire Promotion Form file layout which includes clarification of the New Position Code column.

NVPERS plans to have all employers transitioned by February 2025. For an employer to qualify to transition, they must be certified and have all their reports fully posted in CARSON. To be certified by NVPERS, an employer must have been trained and have fully posted one or more payroll files in the Certification (CERT) environment. NVPERS calls qualified employers a month in advance of a potential transition date to discuss the transition plan. If you have received a phone message from NVPERS it may be associated with a transition to PERIS in the next month.

The CERT and Sample data environments are refreshed every two months with the next refresh coming early July containing CARSON data as of June 30, 2024.

The next quarterly employer training will be provided on Thursday, October 10, 2024 in Carson City. An Eventbrite email will be sent to employers with information on how to sign up for the training.

PERS is hosting the 2024 Liaison Officer Conference at the South Point Hotel & Casino in Las Vegas, Nevada, on Tuesday, July 16, 2024. The one-day conference is for PERS Liaison Officers, Human Resource and Payroll Professionals. This year's conference will include information on the preparation and implementation of PERIS, and offer additional breakout sessions. Registration is now closed for this conference.

We appreciate your patience and understanding through this process and look forward to continuing to work together during this transition period. If you have any questions or concerns, please do not hesitate to contact your assigned PERS representative.