



February 16, 2022

TO: Chief Business Officials and Chief Personnel Officials
Payroll Managers
Los Angeles County Schools and Community College Districts
Regional Occupational Centers/Programs and Charter Schools

FROM: Claudette Wiggan-Reid, Retirement Systems Coordinator
District Personnel Information Services
Division of School Financial Services

SUBJECT: Implementation of Assembly Bill 1651- Furlough (2020-21)

The California Public Employees' Retirement System (CalPERS) continues to administer Government Code Section 20969.2 that restores lost CalPERS retirement benefits due to mandatory furloughs for impacted schools and public agencies. They are requesting information for 2020-21 fiscal year. The process requires three steps as listed below.

Step 1 – District Action

Your district must complete and return to LACOE the attached *Furlough Plan Information* form for the 2020-21 fiscal year by **February 28, 2022, even if your district has not implemented any furlough plans**. LACOE will then forward your information to CalPERS. Be sure to include certificated staff that have elected to continue contributing to CalPERS on their certificated assignment(s).

Step 2 - CalPERS & LACOE Action

Based on the information you provide, CalPERS will create a *Member Information Spreadsheet* that will identify which employee accounts are short service credit and may require an adjustment. Upon LACOE's receipt of the CalPERS created *Member Information Spreadsheet*, LACOE will contact the affected districts with completion instructions pertaining to the *Member Information Spreadsheet*. LACOE will forward your information to CalPERS by the deadline established.

Step 3 – CalPERS Action

CalPERS will make the proper adjustments to each member's account based on the information provided by each district.

Districts are cautioned not to use vacation days or a one time off salary increase to replace taken furlough days. This will cause a reporting problem with CalPERS. If your district re-instated furlough days, provided payment for days that were furloughed, used vacation days or off-salary schedule salary increases for furlough days taken, do not include these days in your response.

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CalPERS membership enrollment procedures have not changed. However, the legislation requires the monitoring of non-member hours to determine the point at which the employee would have qualified for CalPERS membership had the employee not been subject to mandatory furlough. Districts must then establish CalPERS membership for those employees.

Should you have any questions regarding the information in this bulletin, please contact either:

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Approved:

Nkeiruka Benson, Director

Division of School Financial Services

CWR:lt

Attachment

SFS-A35-2021-2022



District Notification of Furlough Plan Information 2020-21

INSTRUCTIONS:

- If your district DID NOT implement a furlough plan or meet the required elements of the plan, indicate “No” below, and return this form to LACOE.
- If your district DID meet the furlough plan requirements, indicate “Yes” below, complete all other information and then return this completed form to LACOE.

Return completed form **by February 28, 2022** to LACOE via:

- Email to PERS_MAR1@lacoed.edu

District Name: _____ Number: _____

2020-21 Furlough Plan Implemented?

No Please return form to LACOE by due date.

Yes If yes, complete the following and return to LACOE by due date.

Effective Date: _____

Nature of Plan: How many? Days _____ Hours _____

Were pay rates reduced due to the furlough in order to protect the employees’ total service credit? No Yes

District Contact Person: _____

Phone: _____ E-mail: _____