

**LIAISON MEMORANDUM
NUMBER 19-11**

To: Agency Liaison Officers

From: Cindy Rougeou
Executive Director

Re: June 30, 2019 Fiscal Year-End Close

Date: May 23, 2019

With the current fiscal year coming to a close, it is especially important for your agency to submit the June 2019 contribution payment and report **before** the **July 15, 2019** deadline. If your agency reports via Employer Self Service (ESS), your payment must also be received by July 15, 2019. Also, in order for LASERS to timely derive data needed for GASB 68 reporting, it is equally important for your agency to submit the July 2019 contribution payment and report before the August 15, 2019 deadline.

In accordance with La. R.S. 11:531B (1), all monthly reports and remittances are due within 15 days after the close of each calendar month. Any payment and/or report received after the 15th will be considered delinquent.

As a reminder, the Employer Contribution Rate will change based upon the individual member's retirement plan for the upcoming fiscal year, beginning on July 1, 2019. Any payrolls issued on or after July 1 should use the new contribution rates. Please ensure that these rates are updated by your agency for the 2019-2020 reporting period. [Liaison Memorandum Number 19-05](#), dated March 6, 2019, details these employer rates.

Please distribute this information to the appropriate person(s) within your agency to ensure that contributions are submitted by the deadline. If you have difficulty meeting this deadline, please contact Amanda Kimble at 225.922.0521.

BOARD OF TRUSTEES:

Shannon Templet, Board Chair
Thomas Bickham, Vice Chair
Virginia Burton
Commissioner Jay Dardenne

Beverly Hodges
Judge William Kleinpeter
Janice Lansing
Barbara McManus

Sen. Barrow Peacock
Rep. Kevin Pearson
Lori Pierce
Hon. John Schroder
Lorry Simmons Trotter

Cindy Rougeou, Executive Director