



PERAC HITS THE ROAD

2022 BOARD ADMINISTRATOR TRAINING

A PROSPER Overview



Natacha Dunker
Communications Director

Danvers
November 15, 2022



PROSPER

- What
- Why
- Who
- How



What is PROSPER?

- In house application launched in 2017
- Built to assist PERAC and retirement boards with day-to-day operations
- Bookmark it!

NOTES:



Why PROSPER?

- Less paper
- More transparency
- Faster turnaround
- Increased efficiency
- Real-time information

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NOTES:

Bonus:

- More room for holiday decorations!



2022 BOARD ADMINISTRATOR TRAINING

Increased Efficiency



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NOTES:



What's In It For You?

- With more transparency, you always know the status of your submissions
- You always know what we need from you
- Easy access to memos
- Access PROSPER from anywhere within the U.S.
- Your board members can access their own information



Who Can Use PROSPER?

- PERAC staff
- Retirement board members
- Retirement board staff
- Vendors
 - Medical
 - RFP respondents

NOTES:



Accessing PROSPER

- There are several user profile types in PROSPER
- Information is only available to users if they NEED to know it
- Intentionally separated to increase security

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PERAC Users

- | | |
|------------------|-----------|
| ■ Administration | ■ Mailing |
| ■ Actuarial | ■ IT |
| ■ Disability | ■ Fraud |
| ■ Compliance | |

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NOTES:



Retirement Board Users

- Board Administrator/Director
- Disability Staff
- Compliance Staff
- Benefit Calculations
- Board Member
- Board Chair



Vendors

- Medical Vendors
 - To submit disability reports
- RFP Respondents
 - To submit annual vendor disclosures

NOTES:



Browsers

- Google Chrome is the only browser that supports PROSPER
- You can download Chrome at <https://www.google.com/chrome/downloads/>



Settings

- Accept cookies
- Security settings: medium
- Allow pop-ups from PROSPER

NOTES:



Getting Clearance to Use PROSPER

- Submit the **Individual Account approval** form to update the individual access of a user or to add a new user.
 - Board administrator AND the board chair must sign this form
- New users also need to submit the Retirement Board Change Form.

PROSPER Individual Account Approval Application

Please print or type all entries in blue or black ink. Complete sections 1 and 2 for each individual requesting access to the PROSPER application. Individuals serving on more than one board will need a separate form for each board.

1. User Information

Signature: _____ Date: _____

Email: _____

Retirement Board: _____

Do you serve on more than one retirement board? ☐ No ☐ Yes (If YES, please complete form for each board)

2. Board Information (please select one)

☐ **Board Member** (may sign electronic documents for disability and procurements)

☐ **Chairperson** (may sign electronic documents for disability and procurements)

☐ **Board Administrator** (will have all the roles defined below for the Board Staff)

☐ **Board Staff** (please select any or all sub-roles defined below for the Board Staff)

☐ **Disability** (may submit and review medical records and disability determinations)

☐ **Compliance** (may submit procurements and education requests)

☐ **Benefits Calculation** (may submit Barrett Calculation submissions)

3. Signatures

Board Chairperson: _____ Signature: _____ Date: _____

Board Administrator: _____ Signature: _____ Date: _____

4. Accounts Approved

This section PERAC internal use only

Accounts Approved by: _____ Signature: _____ Date: _____

Accounts Created by: _____ Signature: _____ Date: _____

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Getting Started

- New users must have a valid email address.
- Once added, an invitation link will be sent to this email.
- Link expires **within 48 hours**.



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NOTES:



Getting Started (Cont'd)

- Your **User Name** is the email address listed on your approval form.
- You must create a new password
- Password must be updated every 60 days.

PROSPER | Massachusetts Public Employee Retirement Administration Commission

User Name
natacha.a.dunker@mass.gov

Password (Case-sensitive)
.....

[Forgot Password?](#) [Sign In](#)

[Accessibility Policy](#) [Site Policies](#) [Contact Us](#)

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Getting Started (Cont'd)

- Password settings:
 - Minimum 8 characters long
 - Passwords are case sensitive
 - Must include at least three of:
 - An uppercase letter
 - A lowercase letter
 - A number from 0-9
 - Any of these special characters:
! @ # \$ % ^ & * _ +

PROSPER | Massachusetts Public Employee Retirement Administration Commission

User Name
natacha.a.dunker@mass.gov

Password (Case-sensitive)
.....

[Forgot Password?](#) [Sign In](#)

[Accessibility Policy](#) [Site Policies](#) [Contact Us](#)

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NOTES:



Getting Started (Cont'd)

- Password settings:
 - Make sure you choose a strong password
 - Password cannot be any part of your name or email address
 - Bruce Schneier method is an option for creating a strong password

PROSPER | Massachusetts Public Employee Retirement Administration Commission

User Name
natacha.a.dunker@mass.gov

Password (Case-sensitive)

[Forgot Password?](#) [Sign In](#)

[Accessibility Policy](#) [Site Policies](#) [Contact Us](#)

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Getting Started (Cont'd)

- Select two security questions from dropdown list
 - Your first and second **question must be different**
 - Your first and second **answers must be different**
 - Your answers must have a minimum of two characters

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In the event you forget your password, you can get access using your security questions.

First Question*
[Dropdown menu]

First Answer* ⓘ
[Text input field]

Second Question*
[Dropdown menu]

Second Answer* ⓘ
[Text input field]

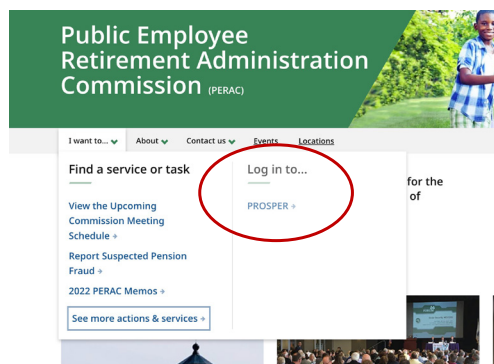
[Submit](#)

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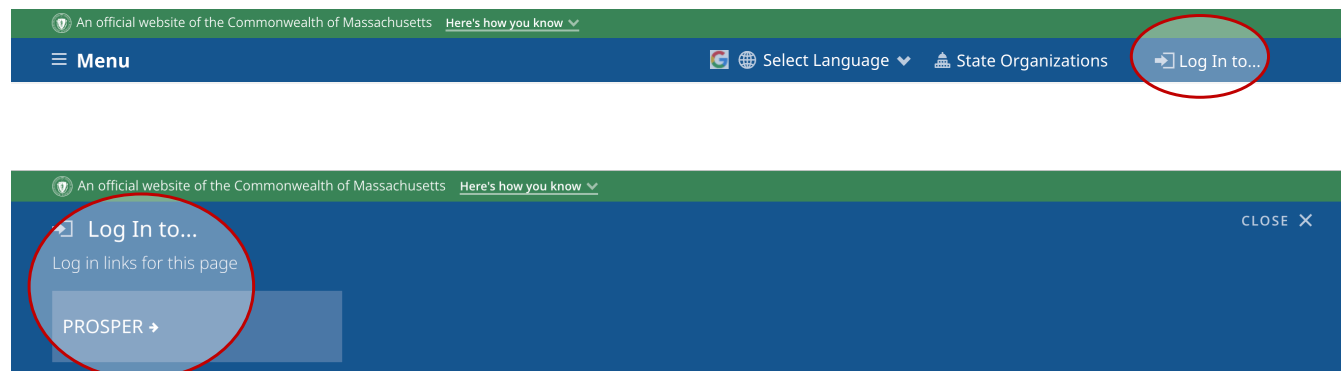
NOTES:



Accessing PROSPER



Accessing PROSPER (Cont'd)



NOTES:



Accessing PROSPER (Cont'd)

<https://prosper.perac.state.ma.us/>



Members of Multiple Boards

- Board members may log in, then choose a board from the dropdown list
- Board staff who also sit on other boards will need two separate email addresses

The screenshot shows the PROSPER login page for the Massachusetts Public Employee Retirement Administration Commission. It features a 'Choose A Board' dropdown menu with three options: 'Berkshire County Retirement Board', 'Dukes County Contributory Retirement Board', and 'Franklin Regional Retirement Board'. The first option is highlighted in blue.

NOTES:



Forgot Password? Don't Guess!

- You will be locked out after five failed attempts
- Only the PERAC HelpDesk can reset your password once locked
- Best practice:
Select "Forgot Password?"
 - You will receive a reset link right away

PROSPER | Massachusetts Public Employee Retirement Administration Commission

User Name

Password (Case-sensitive)

[Forgot Password?](#) [Sign In](#)

[Accessibility Policy](#) [Site Policies](#) [Contact Us](#)

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Getting Help With PROSPER

For help with your password, login, or lockouts, or general PROSPER questions, contact the PROSPER HelpDesk:

PER-ProsperHelp@mass.gov



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NOTES:



Getting Help With PROSPER (Cont'd)

For help with:

- **Medical Panel Issues –**
Any member of the Disability Unit
- **Specific Transmittal Issues –**
Ellen Furtado, ellen.f.furtado@mass.gov
- **Specific 91A Issues –**
Tracey Legaski, tracey.a.legaski@mass.gov



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Using PROSPER

Hello, Board Admin1 Sign Out
Change Password
Change Security
Questions

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Admin1 Sign Out

Tasks

Home

Placement Agent Statement has been assigned to you.

Compliance

Vendor Disclosure has been assigned to you.

Finance

Vendor Certification has been assigned to you.

Documents

Consultant Certification has been assigned to you.

Vendor Certification has been assigned to you.

Notifications

Board Admin1 has placed the procurement package under review.

Board Member Certification has been assigned to Test 13970.

Board Member Certification has been assigned to Test 13970.

Back

Home - Berkshire County Retirement Board

PERAC Memos

Memo #1/2017 2017 Updated Public Re...	Memo #12/2017 2017 2017 Interest Rate...	Memo #9/2017 2017 Buyback And Make...	Memo #10/2017 2017 Domestic Relation...	Memo #8/2017 2017 Continuing Membe...	Memo #7/2017 2017 Actuarial Data
Memo #6/2017 2017 Mandatory Retirem...	Memo #5/2017 2017 Cola Notice	Memo #4/2017 2017 2017 Limits Under...	Memo #3/2017 2017 2017 Limits Under...	Memo #2/2017 2017 The Binding Effect...	Memo #11/2017 2017 2017 Annuity Savin...
Memo #30/2016 2016 840 Cmr 10:10(3) &...	Memo #29/2016 2016 The Buyback Of Ca...	Memo #28/2016 2016 2016 Disability Data	Memo #27/2016 2016 Tobacco Company...	Memo #26/2016 2016 Appropriation Data...	Memo #20/2016 2016 Reinstatement To...
Memo #25/2016 2016 Other Post-employ...	Memo #24/2016 2016 Mandatory Retirem...	Memo #23/2016 2016 Tobacco Company...	Memo #22/2016 2016 Forfeiture Of Retir...	Memo #21/2016 2016 Updating Perac's...	Memo #19/2016 2016 Cost Of Living Incr...

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NOTES:

Using PROSPER – Board Memos

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Admin1

Sign Out

Home

Tasks

Compliance

Finance

Documents

Placement Agent Statement has been assigned to you.

Vendor Disclosure has been assigned to you.

Vendor Certification has been assigned to you.

Consultant Certification has been assigned to you.

Vendor Certification has been assigned to you.

Notifications

Board Admin1 has placed the procurement package under review.

Board Member Certification has been assigned to Test 13970.

Board Member Certification has been assigned to you.

Back

Home - Berkshire County Retirement Board

PERAC Memos

Memo #1/2017
2017
Updated Public Re...

Memo #12/2017
2017
2017 Interest Rate...

Memo #9/2017
2017
Buyback And Make...

Memo #10/2017
2017
Domestic Relation...

Memo #8/2017
2017
Continuing Membe...

Memo #7/2017
2017
Actuarial Data

Memo #6/2017
2017
Mandatory Retirem...

Memo #5/2017
2017
Cola Notice

Memo #4/2017
2017
2017 Limits Under...

Memo #3/2017
2017
2017 Limits Under...

Memo #2/2017
2017
The Binding Effect...

Memo #11/2017
2017
2017 Annuity Savin...

Memo #30/2016
2016
840 Cmr 10:10(3) &...

Memo #29/2016
2016
The Buyback Of Ca...

Memo #28/2016
2016
2016 Disability Data

Memo #27/2016
2016
Tobacco Company...

Memo #26/2016
2016
Appropriation Data...

Memo #20/2016
2016
Reinstatement To...

Memo #25/2016
2016
Other Post-employ...

Memo #24/2016
2016
Mandatory Retirem...

Memo #23/2016
2016
Tobacco Company...

Memo #22/2016
2016
Forfeiture Of Retir...

Memo #21/2016
2016
Updating Perac's...

Memo #19/2016
2016
Cost Of Living Incr...

Using PROSPER – Your Primary Tabs

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Admin1

Sign Out

Home

Tasks

Compliance

Finance

Document

Placement Agent Statement has been assigned to you.

Vendor Disclosure has been assigned to you.

Vendor Certification has been assigned to you.

Consultant Certification has been assigned to you.

Vendor Certification has been assigned to you.

Notifications

Board Admin1 has placed the procurement package under review.

Board Member Certification has been assigned to Test 13970.

Board Member Certification has been assigned to you.

Back

Home - Berkshire County Retirement Board

PERAC Memos

Memo #9/2017
2017
Buyback And Make...

Memo #10/2017
2017
Domestic Relation...

Memo #8/2017
2017
Continuing Membe...

Memo #7/2017
2017
Actuarial Data

Memo #6/2017
2017
Mandatory Retirem...

Memo #5/2017
2017
Cola Notice

Memo #4/2017
2017
2017 Limits Under...

Memo #3/2017
2017
2017 Limits Under...

Memo #2/2017
2017
The Binding Effect...

Memo #11/2017
2017
2017 Annuity Savin...

Memo #30/2016
2016
840 Cmr 10:10(3) &...

Memo #29/2016
2016
The Buyback Of Ca...

Memo #28/2016
2016
2016 Disability Data

Memo #27/2016
2016
Tobacco Company...

Memo #26/2016
2016
Appropriation Data...

Memo #20/2016
2016
Reinstatement To...

Memo #25/2016
2016
Other Post-employ...

Memo #24/2016
2016
Mandatory Retirem...

Memo #23/2016
2016
Tobacco Company...

Memo #22/2016
2016
Forfeiture Of Retir...

Memo #21/2016
2016
Updating Perac's...

Memo #19/2016
2016
Cost Of Living Incr...

- Available tabs are based on your user profile.
- Selecting a tab will take you to the corresponding window.

NOTES:

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Using PROSPER - Notifications

BERKSHIRE COUNTY RETIREMENT BOARD Massachusetts Public Employee Retirement Administration Commission Hello, Board Admin1 Sign Out

Home Tasks

- Placement Agent Statement has been assigned to you.
- Vendor Disclosure has been assigned to you.
- Vendor Certification has been assigned to you.
- Consultant Certification has been assigned to you.
- Vendor Certification has been assigned to you.

Notifications

- Board Admin1 has placed the procurement package under review.
- Board Member Certification has been assigned to Test 13970.
- Board Member Certification has been assigned to you.

PERAC Memos

Memo #1/2017 2017 Updated Public Re...

Memo #12/2017 2017 2017 Interest Rate...

Memo #9/2017 2017 Buyback And Make...

Memo #10/2017 2017 Domestic Relation...

Memo #8/2017 2017 Continuing Membe...

Memo #7/2017 2017 Actuarial Data

Memo #6/2017 2017 Mandatory Retire...

Memo #5/2017 2017 Under...

Memo #4/2017 2017 The Binding Effect...

Memo #3/2017 2017 2017 Annuity Savin...

Memo #2/2017 2017 Appropriation Data...

Memo #11/2017 2016 Reinstatement To...

Memo #30/2016 2016 840 Cmr 10:10(3) &

Memo #26/2016 2016 Company...

Memo #20/2016 2016 Reinstatement To...

Memo #25/2016 2016 Other Post-emplo...

Memo #21/2016 2016 Updating Perac's...

Memo #19/2016 2016 Cost Of Living Incr...

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Notifications appear here

- These only remain for 30 days and are mostly informational.
- You can select each notification for more information.

Using PROSPER - Notifications (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD Massachusetts Public Employee Retirement Administration Commission Hello, Board Chair1 Sign Out

Home Tasks

- Board Member Certification has been assigned to you.
- Prohibited Investment has been assigned to you.
- Board Procurement Compliance has been assigned to you.
- Your Term Pledge Signature due by 11/18/2016.
- Your Term Pledge Signature due by 11/17/2016.

Notifications

- Board Member Certification has been assigned to Board Chair1.
- Prohibited Investment has been assigned to Board Chair1.
- Board Procurement Compliance has been assigned to Board Chair1.

Back

Dear Board Chair1, the Vendor Procurement Money Manager has started on 10/19/2016 by Board Admin1. Board Member Certification has been assigned to you.

Follow this link to complete this task: <https://prosp-web01-qa.perac.state.com/BoardPortal/Form/9588>

Selecting a notification will display the full notification.

NOTES:

Using PROSPER - Tasks

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Admin1

Sign Out

Home

Compliance

Finance

Document

Tasks

Placement Agent Statement has been assigned to you.

Vendor Disclosure has been assigned to you.

Vendor Certification has been assigned to you.

Consultant Certification has been assigned to you.

Vendor Certification has been assigned to you.

Notifications

Board Admin1 has placed the procurement package under review.

Board Member Certification has been assigned to Test 13970.

Board Member Certification has been assigned to Test 13970.

Back

Home - Berkshire County Retirement Board

MEMOS

Memo #1/2017

2017

Updated Public R...

Memo #6/2017

2017

Mandatory Retire...

Memo #30/2016

2016

840 Cmr 10:10(3)

Memo #25/2016

2016

Other Post-employ...

Memo #24/2016

2016

Mandatory Retirem...

Memo #23/2016

2016

Tobacco Company...

Memo #22/2016

2016

Forfeiture Of Retir...

Memo #21/2016

2016

Updating Perac's...

Memo #19/2016

2016

Cost Of Living Incr...

Note:

- These are the items YOU must complete.
- Tasks remain until they are completed.
- You can select each task for more information.
- Most recent will be at the top.

Using PROSPER - Tasks (Cont'd)

BOSTON

Massachusetts Public Employee Retirement Administration Commission

Hello, Michael

Sign Out

Home

Tasks

Compliance

Disability

91A

Members

Task Overview

Disability Transmittal

Board Action Requests

6

CME

Member Information Requests

0

Suspension Requests

0

91A

Salary Verifications

2

Termination Requests

71

Excess Requests

0

Disability Transmittal - Board Action Requests

Name	Status Date
Gilbert	8/22/2018
Lamar	9/26/2018

- This alternate task view allows you to separate the tasks by type.

NOTES:

Using PROSPER – Board Member Change Form

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Chair1 Sign Out

Home

Compliance

Disability

Compliance Overview

Form Submission

Start Vendor Procurement Board Change Form

Board Member Status

Board Member	Eligibility Certification
Board Chair1	Due by 11/10/2016

Vendor Status

Vendor	Vendor Type
AAL1	Accounting, Actuarial
AAL2	Accounting, Actuarial
CConsultant	Consultant
CConsultant Kim 2	Consultant
Consultant Vendor	Consultant

This file includes fillable form fields.
You can print the completed form and save it to your device or Acrobat.com.

Retirement Board Change Form

GENERAL INFORMATION

Name of Retirement Board:

Your Name:

Your Telephone Number:

CONTACT INFORMATION

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Using PROSPER – Board Member Status

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board Chair1 Sign Out

Home

Compliance

Disability

Compliance Overview

Form Submission

Start Vendor Procurement Board Change Form

Board Member Status

Board Member	Eligibility Certification	268A Term Pledge	Education Credits
Board Chair1	Due by 11/10/2016	Due by 11/10/2016	3 Credits Due by 03/16/2017

Vendor Status

Vendor	Vendor Type	Fund	Status
AAL1	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P.
AAL2	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P.
CConsultant	Consultant	N/A	Consultant In Procurement
CConsultant Kim 2	Consultant	N/A	Consultant In Procurement
Consultant Vendor	Consultant	Aberdeen Asset Management Inc.	

Education

Registrations Education Updates

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NOTES:

Using PROSPER – Board Member Status (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Back

Board User1 Email: board@user1.com Edit

1111 Walk Hill Ave Phone Type:Cell

Lexington MA, 02421 Phone:000-000-0000

Term/Role Info

Term: 3/15/2016 - 3/15/2019

Role: Appointed Member

Status: Active

Education Status

Taken Credits		Required Credits
Term		18
Year 1 (3/16/2016-3/15/2017)	9	3
Year 2 (3/16/2017-3/15/2018)	0	3
Year 3 (3/16/2018-3/15/2019)	0	6

Courses

Eligibility Certification

Eligibility Year:

Last Notice Date:

Response Date:

Status

Submitted Forms

Form	Received	View
Not found		

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Using PROSPER – Board Member Edit Contact Info

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Back

Board User1 Email: board@user1.com Edit

1111 Walk Hill Ave Phone Type:Cell

Lexington MA, 02421 Phone:000-000-0000

Term/Role Info

Term: 3/15/2016 - 3/15/2019

Role: Appointed Member

Status: Active

Education Status

Taken Credits		Required Credits
Term		18
Year 1 (3/16/2016-3/15/2017)	9	3
Year 2 (3/16/2017-3/15/2018)	0	3
Year 3 (3/16/2018-3/15/2019)	0	6

Courses

Edit a Board Member's Contact Information

First Name:* Board

MI:

Last Name:* User1

Suffix:

Address:* 1111 Walk Hill Ave

City, State, Zip:* Lexington MA 02421

Email:* board@user1.com

Phone Type:* Cell

Phone:* 000-000-0000

Save

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NOTES:

Using PROSPER – Board Member Course View

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Back

Board User1

Email: board@user1.com Edit

1111 Walk Hill Ave

Phone Type:Cell

Lexington MA, 02421

Phone:000-000-0000

Term/Role Info

Term: 3/16/2016 - 3/15/2019

Role: Appointed Member

Status: Active

Education Status

Taken Credits		Required Credits
Term		18
Year 1 (3/16/2016-3/15/2017)	9	3
Year 2 (3/16/2017-3/15/2018)	0	3
Year 3 (3/16/2018-3/15/2019)	0	6

Current Term

Course Name	Course Date	Course Location	Course Certificate
Internet Admin	2/22/2017	100 Consultant Parkway Atlanta GA, 11111	
Internet PROSPER	2/22/2017	5 Middlesex Avenue Suite 304 Somerville MA, 02145	
Internet	2/22/2017	5 Middlesex Avenue Suite 304 Somerville MA, 02145	
Internet	2/22/2017	5 Middlesex Avenue Suite 304 Somerville MA, 02145	

Past Terms

Course Name	Course Date	Course Location	Course Certificate
Not found			

Courses

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Using PROSPER – Education Registration

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Compliance Overview

Form Submission

Start Vendor Procurement

Board Change Form

Education

Registrations

Education Updates

Board Member Status

Board Member	Eligibility Certification	268A Term Pledge	Education Credits
Board User1	Due by 11/10/2016	Due by 11/10/2016	Yearly Credits Complete

Vendor Status

Vendor	Vendor Type	Fund	Status
AAL1	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P...
AAL2	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P...
COntactant	Consultant	N/A	Consultant In Procurement
COntactant Kim 2	Consultant	N/A	Consultant In Procurement
Consultant Vendor	Consultant	Aberdeen Asset Management Inc.	

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NOTES:

Using PROSPER - Education Registration (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Education Registration

Board User1 Current Credits Needed: 0

Register

Financial Controls for Retirement Systems

Session Dates	Location	Register
4/20/2016	St. Louis, MA	<input checked="" type="checkbox"/>
11/11/2016	Somerville, MA	<input type="checkbox"/>

Annual Statement: Schedule 7

Session Dates	Location	Register
11/11/2016	Somerville, MA	<input type="checkbox"/>

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Using PROSPER - Education Registration (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Education Registration

Board User1 Current Credits Needed: 0

Register

COMPLETE: Board User1 has successfully registered for Financial Controls for Retirement Systems.

Annual Statement: Schedule 7

Session Dates	Location	Register
11/11/2016	Somerville, MA	<input type="checkbox"/>

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NOTES:

Using PROSPER – Education Updates

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Compliance Overview

Form Submission

Education

Start Vendor Procurement

Board Change Form

Registrations

Education Updates

Board Member Status

Board Member	Eligibility Certification	268A Term Pledge	Education Credits
Board User1	Due by 11/10/2016	Due by 11/10/2016	Yearly Credits Complete

Vendor Status

Vendor	Vendor Type	Fund	Status
AAL1	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P...
AAL2	Accounting, Actuarial & Legal Service Provider	N/A	Accounting Actuarial and Legal Service Provider In P...
CConsultant	Consultant	N/A	Consultant In Procurement
CConsultant Kim 2	Consultant	N/A	Consultant In Procurement
Consultant Vendor	Consultant	Aberdeen Asset Management Inc.	

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Using PROSPER – Education Updates (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Education Certification

Board User1 Current Credits Needed: 3

Select Course Select Submission

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NOTES:

Using PROSPER – Education Updates (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1 Sign Out

Home

Compliance

Disability

Education Certification

Board User1 Current Credits Needed: 0

Select Course

Financial Controls for Retirement Systems on 4/20/2016

Select Submission

Certificate

Board Member:

Board User1

Retirement Board:

Berkshire County Retirement Board

Course:

Financial Controls for Retirement Systems

Credits:

3

Certificate Upload:

PROSPER.pdf

Browse...

Submit

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Using PROSPER – Education Affidavit

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello Board Chair1 Sign Out

Home

Compliance

Finance

Disability

Education Certification

Board Chair1 Current Credits Needed: 3

Select Course

Internet Admin

Select Submission

Affidavit

Board Member:

Board Chair1

Retirement Board:

Berkshire County Retirement Board

Course:

Internet Admin

Credits:

4

Affidavit

The undersigned certifies under the penalties of perjury that he/she has views in its entirety on 04/20/2016 the training seminar entitled, Internet Admin.

By entering my name, checking the Electronic Signature box, and clicking on the buttons, I certify under the penalty of perjury that the information provided herein is true and complete to the best of my knowledge.

First Name *

MI

Last Name *

Suffix

The electronic signature must match the name displayed on this document above.

☐ I acknowledge that I am electronically signing this form *

Sign Document

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NOTES:

Using PROSPER - Education Affidavit (Cont'd)

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Board User1

Sign Out

Home
Compliance
Disability


Education Certification

Board User1 Current Credits Needed: 0

Select Course Select Submission

Board Member: Board User1
Retirement Board: Berkshire County Retirement Board
Course: Financial Controls for Retirement Systems
Credits: 3
Update Date: 10/12/2016

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 **COMPLETE:** The certificate was uploaded and submitted on 10/12/2016 by 11:49 AM by Board User1

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Using PROSPER - Education Status

BERKSHIRE COUNTY RETIREMENT BOARD

Massachusetts Public Employee Retirement Administration Commission

Hello, Berkshire A User1

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Disability

Compliance Overview

Form Submission

[Start Vendor Procurement](#)

[Board Change Form](#)

Education

[Registrations](#)

[Education Updates](#)

Board Member Status

Board Member	Eligibility Certification	268A Term Pledge	Education Credits
Berkshire A User1	Exempt		3 Credits Due by 3/15/2017

Vendor Status

Vendor	Vendor Type	Fund	Status
S&G Consultants LLP	Consultant	N/A	Consultant In Procurement

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NOTES:



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- SFI Submissions
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NOTES:



On the Horizon...

- Cash Books
- Annual Statement Submission

NOTES:

COMMONWEALTH OF MASSACHUSETTS

Public Employee Retirement Administration Commission

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