

# PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

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## MEMORANDUM

TO: All Retirement Boards

FROM: Bill Keefe, Executive Director

RE: Mandatory Retirement Board Member Training – 2nd Quarter 2026

DATE: March 26, 2026

Chapter 32 mandates retirement board members to complete training during each year of service on the retirement board. This requirement has two elements: 18 credits over the course of the member's term and at least 3 credits in each year of the term. Failure to meet either of these statutory standards will prohibit the member from serving beyond the conclusion of the term for which the training requirement was not met. We urge board members to utilize the full array of training choices in order to remain eligible to serve. All classes, webinars, seminars, and conferences listed will earn **three credits each**, unless otherwise noted.

### Ways to receive your credits:

- Credits for attending *live* PERAC webinars and the MACRS Conference are automatically updated by PERAC staff approximately one week after the event.
  - All attendees must register through the links available on our website.
  - Board members seeking educational credits – it is important that you register with your full name and the email address we have on record so we can accurately update your account.
  - Board members must check in each day at MACRS to receive full credit.
- You must submit a completed Training Affidavit in PROSPER for all other trainings, including pre-recorded PERAC webinars and pre-approved webinar and conference attendance. Any session listed under sections I, II, and III are pre-approved.
- If a Certificate of Completion is offered for any training not directly provided by or sponsored by PERAC, you must submit the certificate through PROSPER to receive credit.
- Please note the full name of the recorded session you have viewed when submitting a Training Affidavit in PROSPER.
- Some sessions require pre-registration. Check individual sessions for closing dates.

The Commission appreciates all the retirement board members who are making a good faith effort to fulfill their duties and responsibilities. Please note that this year's spring MACRS Conference location has changed. It will be held in Springfield, MA. We hope to see you there!



**I. Training Schedule Dates (pre-registration is required)**

<b>Date/Time</b>	<b>Organization   Topic</b>	<b>Registration Links</b>
April 3, 1:00 p.m.	Government Technology   AI: Making Public Collaboration Smarter, Not Harder	<a href="#">Register for Webinar</a>
April 13, 1:00 p.m.	OIG Academy   Fraud Awareness	<a href="#">Register for Webinar</a>
April 16, 4:00 p.m.	AGO   Open Meeting Law	<a href="#">Register for Webinar</a>
April 22, 2:00 p.m.	Government Technology   AI in Government	<a href="#">Register for Webinar</a>
April 28, 9:30 a.m.	AGO   Open Meeting Law	<a href="#">Register for Webinar</a>
April 30, 1:00 p.m.	PERAC   Recent Cases of Interest	<a href="#">Register for Webinar</a>
May 6, 6:30 p.m.	AGO   Open Meeting Law	<a href="#">Register for Webinar</a>
May 12, 10:30 a.m.	PERAC   History of Call Fire and PIPO's - 4(2)(b), & 4(2)(b ½)	<a href="#">Register for Webinar</a>
May 16 - 17	NCPERS   Advanced Fiduciary Institute <i>Las Vegas, NV</i>	<a href="#">Register for Training</a>
May 17 - 20	NCPERS   Annual Conference <i>Las Vegas, NV</i>	<a href="#">Register for Conference</a>
May 21, 1:00 p.m.	OIG Academy   Fraud Awareness	<a href="#">Register for Webinar</a>
May 26, 10:00 a.m.	AGO   Open Meeting Law   AGO	<a href="#">Register for Webinar</a>
May 31 – June 3	MACRS   Spring Conference <i>Springfield, MA</i>	<a href="#">Register for Conference</a>
June 11, 1:00 p.m.	OIG Academy   Fraud Awareness	<a href="#">Register for Webinar</a>
June 12, 11:00 a.m.	AGO   Open Meeting Law	<a href="#">Register for Webinar</a>
June 24, 12:00 p.m.	AGO   Open Meeting Law	<a href="#">Register for Webinar</a>
June 24 - 26	NCTR   System Directors' Meeting <i>Chicago, IL</i>	<a href="#">Register for Conference</a>
June 26, 1:00 p.m.	OIG Academy   Understanding Leadership	<a href="#">Register for Webinar</a>

**II. Recently Added or Recurring Pre-Approved Online Training  
(available on demand)**

Organization	Topic	How to find webinar:
PERAC	Webinars added: • <a href="#">Preparing the 2025 Annual Statement</a> • <a href="#">Veterans' Benefits</a> • <a href="#">Cybersecurity Insurance</a>	Click webinar title to view
Office of the Inspector General	Inspector General Videos <b>You must watch all three videos</b>	<a href="#">View videos</a>
Office of the Attorney General	Open Meeting Law Training <b>You must watch all six videos</b>	<a href="#">View videos</a>

Links to all of the above resources can be found on PERAC’s Education page at [mass.gov/perac-education](https://mass.gov/perac-education). Members can view the recordings and receive 3 educational credits by completing a Training Affidavit in PROSPER.

**III. Conflict of Interest Online Training (three credits)**

The State Ethics Commission no longer offers live webinars for the Conflict of Interest Law training. Users must create a login to take the training and receive a certificate:

- Go to [mass.gov/how-to/complete-the-conflict-of-interest-law-education-requirements](https://mass.gov/how-to/complete-the-conflict-of-interest-law-education-requirements)
- If your retirement system is not listed in the dropdown menu, please have your board contact the State Ethics Commission at [ethicstraining@mass.gov](mailto:ethicstraining@mass.gov). They will add organizations upon request.
- A certificate of completion is still required to receive credit for this training and credits may only be awarded once every two years.

#### IV. MACRS June Conference

Registration is now open for the Massachusetts Association of Contributory Retirement Systems (MACRS) Spring Conference. Note that this conference will be held in Springfield, MA this year. See their website, [macrs.org](http://macrs.org), to register. PERAC, in conjunction with MACRS, will be making educational opportunities available for retirement board members and staff. Board members will have an opportunity to earn educational credits during the conference.

Conference dates: May 31 to June 3 at the Springfield, Sheraton.

#### Current credit opportunities:

- The Legal Panel Session (three credits)
- MACRS Artificial Intelligence and Cybersecurity Session (three credits)
- Wednesday PERAC sessions (three credits)

#### V. Other Opportunities to Obtain Educational Credit

The Commission is willing to approve other educational credits for a variety of events sponsored by "...local, state, regional and national organizations recognized by the Commission as having expertise in retirement issues of importance to retirement board members or other entities..."

Additionally, the Commission has approved education credit for participating in webinars. We will entertain requests for credit in relation to *relevant* webinars provided that such a request is made well in advance of the session.

**Approval for credit must take place well in advance of the date of the event or webinar.** This will enable the Commission to analyze the program and provide a general notice to other retirement board members to maximize participation. Once approved, you must complete the Training Affidavit in PROSPER to ensure proper credit. Board members experiencing Extenuating Circumstances in meeting educational requirements should review [Memo 15 of 2019](#) and contact PERAC with any questions.

The following list of local and national organizations provide additional educational opportunities that may be relevant for retirement board members:

- American Society of Pension Professionals and Actuaries (ASPPA)
- City/Town Sponsored Conflict of Interest or Open Meeting Law Training
- Government Finance Officers Association (GFOA)
- International Foundation of Employee Benefit Plans (IFEBCP)
- MA Association of School Committees Open Meeting Law Training
- MA Town Clerks Association Ethics Training
- National Association of State Retirement Administrators (NASRA)
- National Conference on Public Employee Retirement Systems (NCPERS)
- National Council on Teacher Retirement (NCTR)
- National Pension Education Association (NPEA)