

# EMPLOYER BULLETIN

## CBA SUBMISSION DEADLINE MARCH 29, 2019

March 2019

**No further action is necessary if your district has already submitted data to TRS.**

On Feb. 4, 2019, TRS activated its new CBA/Contract Collection Portal within the Employer Access area of the TRS website. This new portal has been established to help TRS and employers administer Public Act 100-0587, signed into law June 4, 2018, that may affect the amount of employer contributions paid to TRS.

### Submission is required

Employers must submit the required CBA or employment contract information online. Visit [Employer Access](#) and sign in. Then, select the CBA Collection Process menu item from the left menu bar.

Access rights to the CBA Collections Process has been given to all district employees who have access rights to complete and submit the district's Annual Report. If the person who will be completing the CBA Collection Process does not have access, he/she needs to receive access rights from the system administrator at your district.

If the required information is not received by TRS, any year-over-year salary increased in the 2018-19 and future years will be subject to the 3 percent threshold.

### CBA resources

Please refer to the following resources for additional information: [Frequently Asked Questions web page](#), completing the [CBA Collection Process tutorial](#), [Employer Bulletin 19-12](#) and [Employer Bulletin 19-09](#).

If you have any questions, contact TRS Employer Services at [employers@trsil.org](mailto:employers@trsil.org) or 888-678-3675, option 1.