



FIRST ANNUAL LIAISON OFFICER CONFERENCE

MAY 25, 2004

Atlantis Casino Resort Reno, Nevada

We are pleased to invite you to the inaugural Public Employees' Retirement System of Nevada's Liaison Officer Conference. The conference will focus on the specific and very important role the Agency Liaison Officer plays in communicating PERS information to employees.

The Conference will be held on May 25, 2004, at the Atlantis Casino Resort in Reno, Nevada from 9:00 a.m. to 4:00 p.m. with registration beginning at 8:00 a.m. The registration fee is \$45.00 for the first agency representative and \$25.00 for each additional representative. This fee includes all resource materials and handouts, continental breakfast, lunch, and refreshments.

Please complete and return the enclosed registration form along with your check, payable to "PERS Administrative Fund" by Friday, April 16, 2004. A self-addressed, stamped envelope is enclosed for your convenience.

Highlights

- ◆ Meet PERS' Staff
- ◆ See New Internet Reporting Procedures
- ◆ Learn About PERS' Investment Program
- ◆ Meet Other PERS Liaison Officers
- ◆ Resource Materials

Atlantis Casino Resort
3800 S. Virginia St, Reno, NV • (800) 723-6500 • (775) 825-4700
Airport shuttle service available

PERS Contact: Kathi Quilici • (775) 687-4200 ext. 299

Public Employees' Retirement
System of Nevada

693 W. Nye Lane
Carson City, NV 89703

Phone: (775) 687-4200

Fax: (775) 687-5131

Toll Free: (866) 473-7768

www.nvpers.org



Public Employees' Retirement System of Nevada LIAISON OFFICER CONFERENCE

Registration Form

Date: May 25, 2004
Location: Atlantis Casino Resort
3800 S. Virginia Street
Reno, NV 89502
Time: 9:00 a.m. – 4:00 p.m.
(Registration 8:00 a.m. – 9:00 a.m.)
Cost: \$45.00 for one agency representative
\$25.00 each additional representative

Agency:		
Name:		
Name:		
Name:		
Daytime Phone:		
Address:		
City:	State:	Zip:

Mail registration form and check payable to:

**PERS Administrative Fund
693 W. Nye Lane
Carson City, NV 89703**

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***PUBLIC EMPLOYEES' RETIREMENT SYSTEM OF NEVADA
FIRST ANNUAL LIAISON OFFICER CONFERENCE***

MAY 25, 2004 ATLANTIS CASINO RESORT RENO, NEVADA

TENTATIVE AGENDA

- 8:00 – 9:00 Continental Breakfast/Registration
- 9:00 – 9:10 Opening Remarks – *Holly Zimmerman, Director, Member & Retiree Services*
- 9:10 – 9:45 Executive Officer Remarks – *Dana Bilyeu, Executive Officer*
- 9:45 – 10:15 PERS' Investment Program – *Laura Wallace, Investment Officer;*
Ken Lambert, Asst. Investment Officer
- 10:15 – 10:30 Break
- 10:30 – 11:00 The Liaison Officer's Statutory Responsibilities – *Tina Leiss, Operations
Officer*
- 11:00 – 11:30 What PERS Offers in Communications – *Holly Zimmerman, Director,
Member & Retiree Services*
- 11:30 – 12:00 Overview of Electronic Wage & Contribution Reporting – *Brian Snyder,
Manager, Employer Services*
- 12:00 – 1:00 Lunch
- 1:00 – 1:30 Web Demonstration of eC*A*R*S*O*N – *Brenda Burt, Manager, Las Vegas
Office*
- 1:30 – 2:00 Purchase of Service Program/Refunds – *Patti Keyes, Director, Employer &
Production Services*
- 2:00 – 2:30 Disability Retirement – *Lynette Jones, Manager, Production Services*
- 2:30 – 2:45 Break
- 2:45 – 3:30 Survivor Benefits – *Anne Cates, Manager, Counseling Services*
- 3:30 – 4:00 Closing Remarks – *Holly Zimmerman, Director, Member & Retiree Services*