

Staff Report

Subject: Update to ACCG Retirement Services Secure Web Access

Author: Sarah Mausolf, Assistant Human Resources Director

Department: Human Resources

Meeting Date: January 18, 2022

Item Description: Approval to Update ACCG Retirement Services Secure Web Access

Summary Recommendation

Staff recommends approval to Update ACCG Retirement Services Secure Web Access. This request updates the employees authorized access to the Secure Web and removes former employees. This website allows confidential information to be uploaded through a secure website when changes/updates are needed for employees.

Executive Summary

Authorizes specific individuals to have access to the ACCG Retirement Services Secure Website when making changes/updates to employee's records. It also removes employees that are no longer with us.

Background

- When employees need to make changes to the 457(b) or 401(a) accounts we are able to upload the required forms through a secure website so that confidential information is not compromised.

Alternatives

1. Recommend approval of the update to ACCG Retirement Services Secure Web Access

Other Alternatives:

None

Department Review: County Manager

Funding Source: No impact on funding.

Attachments: ACCG Retirement Services Secure Web Access Change Form