

New Mexico Educational Retirement Board (NMERB)

P.O. Box 26129, Santa Fe, NM 87502-0129

www.erb.nm.gov phone: 1.866.691.2345

Dear Payroll, Business Office, and Human Resources Staff,

This edition's topics include 2022 Senate Bill 36 employer rate increase, Summer Payroll, and School Reporting Transition

2022 Senate Bill 22

During the 2022 legislative session Senate Bill 22 was passed, increasing employer contributions from 15.15% to 17.15% for FY 2023. It also included an additional 1% increase for FY 2024. Effective July 1, 2023, the employer contributions rate will increase to 18.15%. LAUs need to work with their payroll software providers to account for the change. ARP rate will also increase from 6.25% to 7.25% Effective July 1, 2023.

Summer Payroll – Frequently Asked Questions

Q1. What is summer payroll? Some schools and or employees do not work through the summer months and are only paid for 9 or 10 months depending on their contracts. Therefore, all wages and contributions need to be reported to ERB no later than June 30, 2023. **Q2. When should I report summer payroll?** Summer payroll will be included on the June work reports. These payrolls are due no later than the 15th of the following month for which you are reporting. **Q3. Do I need to submit a separate Form 100 and work report?** No, you can include your summer payroll on one work report and Form 100. **Q4. What happens if I need to make an adjustment to an employee(s) wages and contributions?** Form 9s will need to be submitted along with adjustment(s) to the work report on the following month's report.

School Reporting Team Transition

Effective June 7, 2023, Rosalie Garcia will no longer be with our School Reporting Team. As we transition, please send all emails to LAU.help@erb.nm.gov.



ACRONYMS

EDF = Employee Data Form

RTW = Return to Work

ARP = Alternative Retirement Plan

LAU = Local Administrative Unit

Tips & Reminders

Visit our website at www.erb.nm.gov for news and updates.

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### Important to Keep School Contact Information Up to Date

If you have new administrative staff, now is a good time to complete our Signature Authorization Form. Scan or click on the QR code for the link to our Employer Forms & Documents page. Download the excel file, complete the form, print on your school letterhead, and return to our office.



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For questions, comments on these topics, or if have a request for future topics, send your email to LAU.help@erb.nm.gov