

OMNI is pleased to bring you INSIDE edge.

As your 403(b), 457 Third Party Administrator, OMNI is pleased to bring you its first employer Newsletter.

This employer focused newsletter will keep you informed and updated on all things OMNI. Any major procedural changes, features added, website updates, company news and other related items will be addressed quarterly.

In our first edition of INSIDE edge, we are excited to introduce your dedicated Compliance and Remittance Specialist's and explain the role each team plays in supporting your plan.

Compliance & Remittance Teams: What's the difference?

The OMNI Group utilizes an integrated support system consisting of dedicated Compliance and Remittance specialists to develop, protect and manage your plan. Your assigned specialist ensures that you will not only speak with the same representative every time you contact us with a question or concern, but that you can have confidence your representative is experienced, knowledgeable, and attuned to your specific needs.

Not sure who to contact for what? Here are a few examples of what each team handles:

Compliance Team

- > Communicate IRS updates.
- > Facilitate Service Provider additions and Plan Document amendments/restatements.
- > Review all Plan Transactions for all current and retired Plan Participants.
- > Point of contact for Salary Reduction Agreements, compliance and account confirmation questions..
- > Determine eligibility for service-based catch up requests.

Remittance Team

- > Receive payroll contribution files for processing.
- > Remit funds to Service Providers.
- > Monitor employee limit(s) to ensure the maximum is not exceeded.
- > Update employee year-to-date records.
- > Process funds that are returned by Service Providers (i.e. if the account has been closed).
- > Update OMNI database to reflect district payroll schedules.
- > Address general remittance issues (i.e. refund requests, checks/wires not matching the payroll files, general queries, etc.)



Please contact us at social@omni403b.com with any questions, comments or suggestions on topics you would like addressed in "Inside edge".

EMPLOYEE SPOTLIGHT

Meet our long time Compliance Specialist, Cindy Baskin

How many years have you been an employee of OMNI?

I came to OMNI just before the advent of the 2009 regulations.

What is your favorite part about your job with OMNI?

The relationships I have built with our clients over the years. It is always a pleasure speaking with my clients.

What are your volunteer activities?

I am an active supporter of the Special Olympics and have been a team captain at the Polar Plunge for the past five years. In 2014 our team raised over \$6,000 for this organization.

What is something every employer should know about 403(b)?

The importance of ensuring Universal Availability obligations are met by notifying employees of their opportunity to participate in a 403(b).



What impact can social media and online tools have on 403(b) administration?

The online tools available on our website have had an amazing impact on turnaround time. Individuals who have transactional paperwork that needs to be approved used to have to submit the hard copies to Omni for review and signature, a process that could take up to two weeks. These can now be submitted on-line to receive a Certificate of Approval via email, typically in just one to three business days.

What are your retirement dreams?

I am an avid miniatures hobbyist who is great at starting projects and then starting another before the last one was completed. I dream of having the time to actually finish one!

Summer Checklist

- ✓ Provide OMNI with a list of employees who have separated from service, as well as their date of severance.
- ✓ If you are remitting any non-elective contributions for the remainder of 2015, be sure to send it through OMNI so we can maintain accurate year to-date-contribution information.
- ✓ Send OMNI your payroll schedule for the upcoming year.
- ✓ If there have been any administrative changes or contact information changes, please provide this information to OMNI and we will update our records.

Newtown Public Schools Dedicated Specialists



Tracy Kleisley
Compliance Specialist
Ext 168



Lindsay Marquez
Remittance Specialist
Ext 155

FOLLOW

- Company updates and info
- 403(b) trends
- IRS and regulatory updates
- Trade show and conference appearance alerts
- OMNI Updates newsletters and other marketing materials

