# Pension E-News





June 15, 2021

CTPF is committed to doing our part to stop the spread of COVID-19. For the health, safety, and wellbeing of all CTPF Members, the Fund continues to deliver all member services remotely.

Our Member Services counselors are taking calls in real time during normal business hours. The physical office remains closed to all but essential employees whose duties cannot be performed offsite. Inperson services and counseling are suspended until it is safe to resume these operations.

### **Office Closing**

CTPF will be closed in observance of Juneteenth on Friday, June 18, 2021. The office will reopen for business at 8:00 a.m. on Monday, June 21, 2021.



## **Board of Trustees Election Notice**

CTPF will hold two elections in 2021. Teachers will elect two representatives and Pensioners will elect three representatives. Nomination petitions are now available. Contact Election Coordinator Gail Davis: 312.604.1400, ext. 402, or email elections@ctpf.org to request a packet. Visit Election Central at ctpf.org for additional information.



#### **2021 Retirement Reminders**

Still thinking about retirement in June? Find a recorded version of the 2021 retirement presentation and additional resources to help with the retirement process on the <a href="Retirement Resources page">Retirement Resources page</a>.



#### **Submit Forms Electronically**

During the pandemic, U.S. Mail processing is delayed. Send benefit applications, forms, and documents by fax

312.641.7185 or email an attachment (.pdf or .jpg format) to imaging@ ctpf.org to ensure processing. After documents are sent via fax or e-mail please send the originals to CTPF.

# Register Today! myCTPF Member Self-Service Available

CTPF has launched its new Member Self-Service Portal, myCTPF, and thousands of members have already signed up for this convenient option. Members who register for myCTPF create a unique User ID and password. Once an account is created, members can use myCTPF to securely access CTPF documents and information. Registered members can:

- View address/contact information on file with CTPF.
- Retirees can view and download a 1099-R and pay advice(s). Members who need replacement copies of their 2020 1099-R can download them from the portal after registering.
- Active and inactive members can view and download their annual Member Statement.

myCTPF is available to all CTPF members who complete the one-time registration process.

Members can access the system from a "button" at<u>ctpf.org</u>, and must have their CTPF Member ID to register. Two-factor authentication ensures secure access. Active members can find their CTPF Member ID on the Member Statement. Retirees can find their Member ID on a pay advice from the Fund.



#### **CTPF COVID-19 Information & Resources**

CTPF has created our COVID-19 Response websitectpf.org/covid-19.

Call or Email Member Services  While CTPF remains closed to all but essential employees, new software makes it possible for Member Services counselors to resume answering calls in "real time," and to provide all call center functions. Calls will be answered during normal business hours, 8:00 a.m. until 5:00 p.m., Monday through Friday.  Members who need assistance should call 312.641.4464 or email memberservices@ctpf.org.
Submit Documents Electronically U.S. Mail processing has been delayed due to the pandemic. Currently, members should anticipate at minimum a two-week delay in the processing of documents sent via U.S. mail. CTPF strongly encourages all members to submit benefit applications, forms, and documents by fax 312.641.7185 or email an attachment (.pdf or .jpg format) to imaging@ctpf.org to ensure prompt processing.
Help with Scanning Need to scan a document to email to CTPF but you don't have a scanner? A printer or smartphone scanning app or smartphone camera can help you get the job done. Click here for more information on scanning.
Remote Notary Available



CTPF offers remote notarization for CTPF documents. Members who would like to use remote notary services should call 312.641.4464 or email Memberservices@ctpf.org, and request a video conference for notarization. Find more information here.

# CALENDAR OF EVENTS

All current meeting dates, office information, and upcoming event information can be found on the CTPF Calendar at ctpf.org/calendar.

#### STAY CONNECTED & SPREAD THE WORD

While we must be physically apart, we will continue to email regularly to keep you updated on the ever-evolving situation. CTPF will continue to share information at <a href="ctpf.org">ctpf.org</a> on social media, in E-Lerts, and in E-News. We also encourage you to connect with CTPF on social media; many of CTPF's more than 89,000 members are active on either Facebook, Twitter, and LinkedIn. Please consider forwarding this email to a friend who may be a fellow member. Register for email updates here.









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