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Work hours: 0800 to 1700 hours, Tuesday – Friday

Hello everyone,

As the new Pension Plan Administrator in the Department of Safety, I wanted to write a brief note to introduce myself. Following this is a summary of my relevant work experience. I am originally from Kenosha, WI, a town located on Lake Michigan between Milwaukee and Chicago. I completed an undergraduate degree at the University of Wisconsin- Madison and began working in northern Chicago for about four years after that. In 2011, I moved to Fort Collins, CO to begin graduate school at Colorado State University. All my studies have been in Anthropology, which is simply the study of humans, past and present. I am confident my love of all things history will help me learn the ins-and-outs of your plans and benefits quickly!

In 2013 my now husband and I moved to Denver when I began working for the University of Colorado in Benefits Administration. He is a native of Wheat Ridge, Colorado so it was coming home for him. We also had a son last year, who is now 9 months old. After spending nearly five years working for CU growing my family and benefits knowledge, I am very excited to be working for the City in this new challenge.

My priorities in the first six months are learning the plans, getting to know you all, and meeting with all the vendors and entities we work with (payroll, FPPA, etc.). Once I have the whole picture, I can begin to organize and document all our processes to make sure everything is running smoothly and start to focus on the long-term goals that will include more outreach. Since the DPRA have been kind enough to give me a page on your website, my plan is to write a quarterly update with information of what I am working on, recently completed, or things to know. ***Coming up: stay tuned for the annual FPPA/Safety HR census request to reach your mailboxes in September.***

In the meantime, you are all welcome to reach out to me at my email or phone numbers listed above with questions or to introduce yourself. All I ask is your patience in my providing answers as I learn your plans!

Regards,

Laura Hall

Summary of qualifications

- Bachelor of Arts- Anthropology from the University of Wisconsin-Madison
- Some graduate work at CSU- Anthropology
- 4 years at Aon Hewitt, north of Chicago- 3rd party benefits administrator
 - My client had 89 different pension plans- average was 2 or 3 pension plans
 - Processed 401(k) withdrawals and distributions
 - Processed retirements- involved going over their annuity or lump sum options, could do basic calculations based on my experience
 - Unfortunately, an audit revealed 300 retirees with overpayments on their defined benefit plans
- Almost 5 years at the University of Colorado, President's Office on Grant Street in benefits administration- Lead Benefits Professional
 - In my first year, I created a training book for new hires by documenting information and processes and trained 6 new employees
 - Processed retirements for benefits purposes- including regular, early, disability, phased (similar purpose to DROP), and buy-out type retirements
 - Went through the life claim process with surviving spouses/children when an active employee or retiree passed away
 - Worked with payroll, HR, and our vendors frequently on issues relating to contributions, premiums, billing, and carrier files- including overpayments, handdrawn warrants
 - Worked with PERA for the classified staff employees (including police) and 401(a) and TIAA for staff and faculty
 - Also had 3 voluntary retirement plans- 403(b), 401(k) and a 457 plan