



November 19, 2024

Dear Florida Retirement System (FRS) Retirement Coordinator:

We would like to invite you to attend joint Pension Plan and Investment Plan employer training workshops during 2025. Workshops will be held both in person in Tallahassee and broadcast live over the Internet. The morning session will cover the Pension Plan, while the afternoon session will cover the Investment Plan.

These workshops will be presented by representatives from the Division of Retirement and the State Board of Administration. It is a good opportunity for you and your staff to hear an overview of the FRS, and the various areas, functions and processes that involve your agency and its employees.

2025 Dates	8:30 to 11:30 a.m.	1:00 to 4:00 p.m. ET
February 11	Pension Plan	Investment Plan
May 1	Pension Plan	Investment Plan
August 4	Pension Plan	Investment Plan
November 6	Pension Plan	Investment Plan

To register:

By phone:

1-866-377-2121, Option 1

Be ready to provide your name, your contact information, the date and time of the workshop you want to attend, and the number of people from your agency who will be attending.

Online:

- Go to the workshop calendar at <https://myfrs.com/WorkshopCalender.htm#employer>
- Locate the employer workshop you want to attend (in-person or via Zoom), then register.
- You will receive a confirmation email after registration. Zoom registrants will receive a reminder email the day before the webinar.

You'll need to register separately for each workshop you wish to attend.

You can attend the workshops in person at the State Board of Administration, 1801 Hermitage Boulevard, Tallahassee, FL 32308.

Sincerely,

Allison Olson
Director of Educational Services
MyFRS Financial Guidance Program