

Purpose

The Benefits and Communications Committee (Committee) provides advice and recommendations to the Teachers' Pension Board of Trustees (Board) concerning pension plan and post-retirement group benefits plan design and communication matters. Under authority delegated by the Board, the Committee makes benefits and communications decisions and provides direction to Pension Corporation and the post-retirement group benefits service provider and consultant on benefits and communications issues.

The Committee is not a decision-making body unless that authority, for specific or ongoing items, is delegated to the Committee by the Board. Committee decisions have the force of recommendation to the Board.

Composition and Frequency of Meetings

The Committee consists of at least 6 trustees appointed by the Board to the Committee. Annually the Committee Chair is elected by the Committee members. Any Board member not appointed to the Committee may attend any meeting of the Committee.

The Committee is scheduled to meet three times a year or as frequently as necessary to address the issues before it. The Committee is not required to meet a minimum number of times per year.

Responsibilities

Benefits

- Review the existing benefit structures of the pension plan and the post-retirement group benefits plan
- Identify new developments in the field of benefit provisions
- Make recommendations to the Board on the effectiveness of existing benefits and the consideration of changes in pension plan and post retirement group benefit plan design
- Review the provisions of the Teachers' Pension Plan Rules to ensure their effectiveness and recommend improvements
- Review the provisions of the Post-Retirement Group Benefit Rules to ensure their effectiveness and recommend improvements
- Develop amendments to Teachers' Pension Plan Rules as directed by the Board
- Develop amendments to the Post-Retirement Group Benefit Rules as directed by the Board
- Oversee and report to the Board on the Group Benefit Contract and Service Performance Agreement with the post-retirement group benefits service provider
- Conduct the annual service provider evaluation on behalf of the board.

Communications

- Develop communications strategies for the approval of the Board
- Review the following products and material for the approval of the Board;
 - Annual Report
 - Report to Members
 - Communications Strategy

- Key Messages
- Board Communiqués
- Trustee Messages (Pension Life and Annual Report)
- Any other document the committee or the board determines requires approval of the Board
- Review new and revised communications products and content, unless delegated to the Pension Corporation
- The Committee has delegated decision-making authority from the Teachers' Pension Board of Trustees to review and approve the following:
 - Green Shield Canada Pension Life Content
 - X (Formerly Twitter) Schedule
 - Trustee Profiles
 - Report Outlines
- Monitor and periodically review the products and content delegated to the Pension Corporation
- Review and approve website content when the content is not significantly changing.

Matters Referred from the Board

- The Benefits and Communications Committee will consider any other matter referred from the Board.

The Benefits and Communications Committee has the following specific authority delegated by the Board:

- Develop, approve and determine the distribution and timing of release of Education and Outreach Program documents, in accordance with the Education and Outreach Program process
- Pursuant to the board's Communications Policy, consider and approve third party requests to provide information to plan members
- Establish sub-committees, as needed, to facilitate the work of the Benefits and Communications Committee

The Committee will undertake an annual review of its performance and effectiveness.

History

Approved: December 8 and 9, 2008

Revised: December 2 – 3, 2024; December 4 – 5, 2023; December 6, 2022; December 7, 2021; December 8, 2020; December 15, 2009; June 14, 2013; December 6, 2013; December 10, 2014; December 11, 2015; December 7, 2016