



MEETING NOTES

January 12, 2012
8:30 a.m. – 10:00 a.m.
MCHCP Board Room
832 Weathered Rock Court

The meeting was called to order.

General Discussion

A variety of topics were discussed at the meeting, beginning with annual leave transfers and how much each group accepts. Discussion on a recent email to HR groups by DIFP regarding the CLAIM Program, also known as Missouri State Health Insurance Advisory Program (SHIP). Most groups present concern themselves with active employees rather than retirees. We will have this State Medicare Assistance Program for retirees be presented at a future meeting. Policy discussion centering around same sex relationships was held, noting the differences between various types of policies. There was brief discussion on proposed rule changes for W-4s and how that might impact agencies, whether agencies asked for specific notice of retirement, and updates on leave systems.

FMLA was another topic that was entertained. We talked about the need for a doctor's release to return to work based upon the situation. We also discussed the need for notice of restrictions on returning to work. Most agencies utilize the Department of Labor forms, but also use letters that explain the approval of FMLA, the need (if required) for a release to return to work, and rights and responsibilities.

This led to further leave discussion, with some agencies using attendance plans for excessive leave usage or "Why Attendance Matters" training.

Office of Administration Accounting Update – Libbie Farrell

W-2s will be printed over the weekend and will be available on January 20. The W-2s will not be loaded to ESS until after January 25.

Office of Administration Personnel Update – Guy Krause

The Division of Personnel's Annual Report is now available online at <http://oa.mo.gov/pers/pdfdocs/AnnualReport2011.pdf>. Since we are now in the PERforM rating period, questions can be sent to oa.perform@oa.mo.gov. With the State of the State speech approaching and positions likely to be cut, be sure to contact the Division of Personnel early in the process if your agency will be affected by layoffs. The legislative update will be sent and posted to the SHRMC website.

Next Meeting

The next meeting will be on February 9, 2012. The meeting will be at MCHCP at 832 Weathered Rock Court, Jefferson City. A map and directions can be found at <http://www.mchcp.org/aboutUs/contactUs.asp>.

The meeting was adjourned.