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## MEETING NOTES

January 13, 2011  
8:30 a.m. – 10:00 a.m.  
Coca-Cola Community Room  
605 Washington Street

The meeting was called to order at 8:30 a.m. by Carrie Haley.

### **Misclassification of Workers**

Thom Pudlowski and DeSheila Milton of the Department of Labor and Industrial Relations, Division of Employment Security, presented information on problems associated with worker misclassification.

### **Office of Administration Personnel Update – Guy Krause**

- Guy mentioned that updates are being made to the MAIRS system. Registers are moving toward one year, instead of the current 3 years.
- Cathy Philbert will head the Certification Section.
- Legislation is pending requiring a 60-day notice for layoffs rather than the current 15 day notice.
- The team is still looking at the February 2011 timeframe, but no specific dates have been set for the roll out. All agencies need to submit the name of a contact to OA. A PowerPoint presentation will be available to agencies explaining “how to” fixes for the contacts when they help people that get locked out.

### **Office of Administration Accounting Update – Libbie Farrell**

- W2 forms will be printed Friday night. If there are no issues, the W2 forms will be available for agencies the week the following week.
- OA is still working on changes for savings bonds. Agencies will be notified when processes are established.

- The tax credit changes of December 31, will be reflected in the January 15<sup>th</sup> check. Other changes to payroll checks include Social Security Tax is decreasing, and federal income tax is increasing.
- Libbie asked that agencies remind employees to check their January 15<sup>th</sup> pay stub watching for duplicate dental/vision premiums.
- New retirement codes are now available.

### **Next Meeting**

The next meeting is scheduled for February 10 at the Coca Cola Community Room.

The meeting was adjourned.

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