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## MEETING NOTES

March 10, 2011  
8:30 a.m. – 9:35 a.m.  
Coca-Cola Community Room  
605 Washington Street

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

### **Open Discussion**

- The contract with Career Builders will expire in June for Public Defenders Office and Gina Hall asked what other agencies were doing for employment advertising. For attorney vacancies, the Missouri Bar is a free resource. For specialized areas, some agencies work directly with colleges. Newspapers are used most commonly, even though ads are expensive.
- Software alternatives to Peopleclick were discussed, although nothing specific was recommended. One agency researched alternatives and forwarded the information to Roxy Flores.

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

- Guy provided an update on pending legislation affecting human resources.
  - HB 126 mandated 60 days notice to employees prior to layoff, but has been amended to 15 days during the legislative process thus far.
  - HB 150 provides that military pay for state employees be equalized to the employee's state pay while serving.
  - HB 282 establishes automatic enrollment into deferred compensation for state employees hired after July 1, 2012.
  - HB 305 is a retirement incentive that provides additional payment for years of service.
  - HB 548 allows for Corrections and Mental Health employees to keep 80 hours of comp time on the books, rather than getting paid for all their overtime.
  - SB 316 changes state employee's subject to Chapter 36 work days to four, ten-hour days (Monday – Thursday 7:00 a.m. to 6:00 p.m.).
  - HB 697 creates a sunset of six years for CSRs.

- SB 285 removes February 11, Lincoln's Birthday, as a state holiday.
- SB 315 requires an employer to provide a cause for termination.
- HCR 32 establishes a joint committee to study state employee wages.

Guy cited studies comparing public and private employee wages and benefits.

- Roll out for the Employee Self Service Portal is unknown. The team is working to provide more functionality which will include:
  - Not only state announcements, but agency announcements.
  - Access to W2s.
  - W4 forms for state and federal for employees to complete and send to their payroll clerk.
  - Additional payroll check deduction details, i.e., on student loans or writs.
  - Establish employee ability to change the sign on choices.

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

- An email was sent recently informing agencies that they can now enter information for savings bonds.
- There will be a retirement contribution double deduction for some employees hired in January. New employees should be encouraged to complete their SEBES information before the end of the required 30 days to avoid double deduction. MOSERS does not send announcements informing employees of double deductions like MCHCP does.
- The 'T' in the ESMTs for terminations should not be the same effective date as the '2'. If the effective date is the same, there could be a problem with benefits. If the T is entered in the middle of the FLSA workweek, there may be an issue with the comp time accumulation if the employee works overtime before leaving. Penny Schrock suggested making the effective date for the T as the first work day of the next pay period.

### **Co-chairs for SHRMC**

Carrie announced that Deanne Aholt from the Secretary of State's Office and Aaron Hart from OA have volunteered to be the next co-chairs. The committee voted to elect them as the next co-chairs.

### **Next Meeting**

The next meeting is scheduled for April 14 at the Coca Cola Community Room.

The meeting was adjourned.

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