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MINUTES  
May 14, 2008  
8:30 a.m. – 10:30 a.m.  
Missouri Department of Higher Education

The meeting was called to order at 8:30 a.m. by Janelle Jaegers and Bridget White.

**Chet White**

Chet announced Gary Fogelbach's retirement. Effective July 1, 2008, Guy Krause will be Gary's replacement.

**Benefit Plan – Tammy Childress**

Handouts – "What is the Pre-Tax Commuter Benefit Program?" and "The State of Missouri Commuter Benefit Program Enrollment and Salary Reduction Agreement"

Tammy talked about a new benefit plan that is similar to the cafeteria plan. It is called the Pre-Tax Commuter Benefit Program. The Public Defender's office brought this to the attention of the Office of Administration.

This plan includes pay for parking for one's priority employment, or for one who pays for parking to get on a transit that takes them to their place of employment. As of now, this is not offered statewide, but will be for open enrollment.

Tammy gave several points in regards to the commuter program:

- If receipts are not provided, employees do not have to present in order to receive compensation.
- Employees cannot claim parking when travelling for their job.
- If employees car pool or van pool – 80% of the time there must be 6 or more passengers.
- Employees can enroll or drop out anytime throughout the year. They can also start/stop multiple times throughout the year.

Tammy mentioned that this will be presented during open enrollment and they are currently working on the best marketing tools to get the word out.

**Lisa Verslues (MOSERS)**

Lisa asked for help with workforce planning in regards to the baby boomers. Any one who would like to volunteer can email her at [lisav@mosers.org](mailto:lisav@mosers.org).

Lisa also discussed the member profile summary, which is broken down by departments and includes active, retired, terminated –vested, and terminated – non-vested.

Lisa then turned to a couple of puzzling questions and asked for the group to respond:

- What do you think the average years of service for a new retiree is? ANSWER: 21
- What is the average entry age for active employees: ANSWER: 33
- What is the average entry age for new hires: ANSWER: 34.3

These statistics are listed on the reports/research page of the MOSERS website.

### **OA Personnel – Gary Fogelbach**

Gary talked about the FY 2009 Pay Plan that becomes effective July 1, 2008. There will be:

- a three percent general structure adjustment,
- within grade increases for the Department of Mental Health and the Department of Corrections,
- 15 classes will be reclassified, mainly health related jobs,
- a memo will be sent out in June for transitioning, and
- pay grids will be available – just send an e-mail to Gary and/or Christy.

Gary then shifted focus to the FY 2010 Pay Plan. The hearing will be June 10, 2008. They are looking at:

- reinstating within grade increases for successful employees, with a minimum of 18 months of state service,
- a one step increase until the respective individual hits the top of their pay range, and
- if they are at the top, they will not be eligible.

He mentioned the average increment in a one step increase is about 1.8 percent. They will be sending out an overview to all human resource directors in order to give feedback.

Gary stated there are two parts to the model (1) successful employees, and (2) exceptional/outstanding employees in the Perform system.

The Perform system is well underway and OA-Personnel are working on putting together a report to send out. To date, they have received information that 18% of employees fall under exceptional/outstanding, which is well below the 39% limit.

Ken McClure is a new board member for the Personnel Advisory Board.

Gary talked about several pieces of legislation in relation to personnel. These include:

1. State Minimum Wage Law – this effects overtime for firefighters and law enforcement officers. This particular problem was not noticed in the minimum wage law, and the state was sued. There are several bills to try and restore calculating overtime benefits for firefighters and law enforcement officers.
2. Spousal Share Leave (SB1115/HB2030) – Gary stated this bill has pretty much died out in the legislative process, but has gone further than in the previous years. It would have created collective bargaining for state employees.
3. Public Safety (House Resolution 980) – This bill talks about federal legislation that provides collective bargaining to public safety officers.

Next, Gary talked about Pandemic Flu Planning. There is currently a workforce assigned to work on the general policies for the State of Missouri in the event of a pandemic flu. Most agencies already have in place a COOP/COG plan. The Department of Health and Senior Services will look over what the committee comes forward with and will then implement into the current plans. The recommendations from the committee are due to DHSS on May 21<sup>st</sup>.

### **OA Accounting – Vandee DeVore**

Vandee gave a report on several items in regards to accounting:

1. Deferred Compensation – at the present time, this bill is pending due to the Governor's approval. There is a three-tiered approach (per pay period match):
  - \$25 - \$12.50 Match
  - \$30 - \$15.00 Match
  - \$35 - \$17.50 Match
  - If signed, this bill will be effective July 1, 2008 – will show up on July 31<sup>st</sup> paycheck
2. SB1140 – waiting on Governor's signature  
*This act allows the Commissioner of Administration to deduct cafeteria plan administrative fees and any amount necessary for the participation in the cafeteria plan from the employee's compensation warrant, unless the employee affirmatively elects not to participate in the plan.*
  - Every employee will be enrolled in the cafeteria plan.
  - Any employee who would like to opt out of the above two must have a written letter saying they no longer wish to be enrolled.

**The next meeting will be June 11<sup>th</sup>, at 8:30 a.m. at the Missouri Department of Higher Education.**

The meeting was adjourned.