



MINUTES
June 11, 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.

MOSERS – Lisa Verslues

Lisa touched based on deferred compensation. The Governor has not yet signed the bill, but a message will be sent to the SHRMC members to look over, and then a message will be sent to all employees.

Department of Agriculture – Steve Allison

Steve talked a little about the State Fair. Last year was a bad year because of the heat and turnout was worse than in past years, so they are trying hard to get the word out.

Steve also brought in State Fair guides and members took them as needed to place in their offices/buildings.

OA Accounting – Libbie Farrell

Libbie stated that the deadline for reorganization paper work is June 18th.

The processing system will go down on June 30th, but will be back up on July 1st. SAM II Financial will not be available, but a notice will be sent out when it is up and running.

PAC cutoff for May payroll is June 15th, and they are not granting any exceptions.

Vendor Visits – Vandee is working on rules for the vendors, and upon the Governor's signature of SB1140, they will become effective.

Libbie mentioned the mandatory direct deposit forms are going to be reviewed and they must be submitted as soon as possible.

MCHCP will be out for the June 30th pay date. Vandee is currently working on FY09.

OA Personnel – Gary Fogelbach

Gary talked about a pending issue for FMLA. There needs to be codes established for tracking leave. Currently they are in SAM II, but OA will send out memo shortly explaining the codes. There is an effective date of January 28th and the new contact is Christy Klankin.

There have been several concerns with tracking worker's compensatory leave. Gary touched base on a recent court case with ABB and one of its employees. The Office of Administration is not scheduling appointments for employees, so they are not directing them and this cannot be claimed as hours worked.

Gary then switched to the FY09 Pay Plan. The implementation memo is written, but has not yet been sent out because the appropriation bill has not yet been signed. The memo will discuss the 3% general structure adjustment, within grade increases, within grade security aides, and will have a short list of classes being repositioned – mostly relating to the Department of Mental Health.

The FY10 Pay Plan hearing was held yesterday. The preliminary plan includes:

- Within grade increase – 18 months of service and successful employee
- Within grade increase – outstanding/exceptional (above successful) and 18 months of service
- There were a number of requests for repositioning and the Advisory Board will take a look at these and final recommendations are usually out by August.

Gary put together a graph/chart relating to the amount the State pays in benefits. Of the total expenditure amount of \$3 billion in salaries and benefits, \$310 million is accounted for in pay not worked (annual/sick/comp) and \$977 million is paid in benefits. For every \$1.00 of an employee's salary, \$.48 is being spent on that employee's benefits.

Gary also talked about the Pandemic Flu Plan that was sent to DHSS. They answered the 15 questions asked by DHSS, and DHSS is now okay with the plan on the human resource aspect of it. They are currently drafting a policy on leave in the event of a catastrophe.

The next meeting will be July 9th, at 8:30 a.m. at the Missouri Department of Higher Education. There will be a potluck breakfast in honor of Gary's last meeting.

The meeting was adjourned.