



MINUTES
August 12, 2010
8:30 a.m. – 10:30 a.m.
Coca-Cola Community Room
605 Washington Street

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

Cafeteria Plan Updates for 2011

Dave Meyer and Pam Nuernberger, Government Division of Central Bank and Jan Jackson, ASI, presented information about the 2011 Cafeteria Plan. Their PowerPoint presentation and flier are available on the SHRMC website.

- The signup for the Cafeteria Plan (CP) will be streamlined by linking it to the end of the MCHCP open enrollment. The CP forms will pre-populate with the insurance deductions chosen during the MCHCP open enrollment and will show examples of tax savings; then will go into the CP flexible medical portion of the enrollment.
- A prize will be given at each open enrollment meeting for one lucky attendee. Then that winner will be entered into a drawing for additional prizes.
- One of the changes to the CP is that a prescription will be required for over-the-counter medicines, but will not be required for medical supplies.
- The group was asked to post CP open enrollment fliers throughout their department. Additional fliers are available by contacting Pam by calling 634-1137 or by emailing pam_nuernberger@centralbank.net. They will also attend meeting in your department throughout the year.
- Several suggestions were given concerning a link on SEBES for the CP.
- Three webinars for open enrollment will also be presented.
- A signup sheet was circulated to gather email addresses of those interested in getting an email to pass on to employees.
- OA will post the dates for open enrollment seminars and webinars on September 1.

- The HR representative's contact with CP is Stacey Noland. Employee claims questions should be directed to the customer care.

Office of Administration Personnel Update – Cara Edgar-Wells

- A presentation on ESS will be ready for the September meeting.
- Executive Order 10-24 expanded Title 7 to include sexual orientation and veteran status. Link to the order - <http://governor.mo.gov/orders/2010/10-24.htm>
- With the end of the federal fiscal year approaching, review your department's closings in E-Verify. There are a few minor issues that should be addressed. If an entry is longer than three days for a new employee, include the explanation with your records.
- State Employee Recognition Week is next week. SERD is August 20. Information is available at SERD.mo.gov.
- WeSave Missouri will have a booth at the SERD celebration. Information concerning WeSave is available at <http://oa.mo.gov/pers/wesavemo.htm>.

Office of Administration Accounting Update – Libbie Farrell

- OA will continue with savings bond deductions after January 1, 2011. Employees will have to set up their account with Treasury Direct and provide the payroll representative with their account number. The deduction will be on the MISC window. OA will have the routing number populated. Instructions will come out with a September payroll stuffer.
- The new status code for non-resident aliens will go into effect September 1. On the ESMT, change the status code to N. The system will make the calculations for the additional tax.

Additional Business

- Attendance for HR representatives to the Benefits U on September 8 is encouraged. If you have not already enrolled and want to attend, contact BettyK@MOSERS.org.
- Scot Scobe will present information to the group on the Certified Public Manager program during the October meeting.
- Currently, there is no state contract with Career Builders for publishing employment ads.

2010 Meeting Schedule

All meetings scheduled from 8:30 a.m. – 10:30 a.m.

- September 9 – Coca Cola Building, 605 Washington

- October 14 – Coca Cola Building, 605 Washington
- November 18 – Coca Cola Building, 605 Washington
- December 9 – Coca Cola Building, 605 Washington, for Stress Management and Pot Luck Breakfast

The meeting was adjourned.

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