



MEETING NOTES
September 8, 2016

In Attendance:

Dianne Sackett-DMH	Mary Beckwith-DPS	Amanda Bock-MDC
Jeremy Amick-DOL	Dawn Plybon-DSS	Velma Long-DOC
Meredith Curry-DHSS	Michelle Jacobsen-DOLIR	JoAnn Looten-MOSERS
Dana Kixmiller-DHE	Jennifer Hentges-MDA	Carol Newgaard-SAO
Susan Carr-DOR	LeighAnn Fouts-DOR	Stacey Jacobs-STC
Tom Fast-OA	Mari-Jo Wilkes-DNR	Stephanie White-DOC
Darlene Robinett-DOR	Sandy Doyle-MGC	

Welcome and introduction of presenter: Sandy Doyle

Presentation: Mr. Jeremy Amick, from the Department of Labor, gave a presentation on the highlights of the Uniformed Services Employment and Re-employments Act. He focused specifically on the employers' responsibilities to employees who are absent due to military commitments. He emphasized the Department of Labor's goal is to reach an amicable agreement between the military member and their employer. Mr. Amick's contact information is found below if you would like additional information or would like guidance on specific issues related to military employees.

Jeremy P. Amick
Assistant Director - Missouri
Veterans' Employment and Training Service (VETS)
U.S. Department of Labor / www.dol.gov/vets
421 East Dunklin Street
Jefferson City, MO 65104-0059
Office: (573) 751-3921 / Fax: 573-751-6710

Office of Administration Personnel Update

Mr. Guy Krause relayed that the first presentation of the CBIZ study had been delivered. Mr. Krause relayed that it appears from the outcomes that employees are not receiving and/or not fully comprehending the benefits they have as employees of the State. He

then solicited information on the processes agencies were using to communicate to employees the benefits associated with their positions as a state of Missouri employee. Discussion followed, with several attendees offering their approaches to delivering benefit information to employees.

Action Item: If you have recommendations of how to improve communication with employees related to their benefits, please email Mr. Krause with your suggestions.

Mr. Krause emphasized that the CBIZ study solutions currently being discussed were only the first phase of correcting pay discrepancies. The next CBIZ presentation is scheduled for January 2017. Additionally, the CBIZ slides of the presentation are available on the Office of Administration's website.

[CBIZ Public Presentation](#)

Missouri State Employees' Retirement System Update

Ms. JoAnn Looten stated that recently she had looked at data which revealed approximately 15% of employees never log into the SEEBES system to complete their benefit enrollment. She stated that several benefits begin automatically when the employer completes their portion of the enrollment; however, beneficiaries are not designated as well as healthcare insurance is not selected. Ms. Looten asked that we as HR follow up on the failure to enroll reports and communicate the importance of completing the enrollment process to those employees.

Recently MOSERS instituted a change that requires employees to log in and establish a user identification, rather than just using their social security numbers to log on. Emails will be sent to each employee; however, if email addresses are not current or has spam security, they may not receive the information. The employer's log on process has not changed.

Phase III of the online retirement process has been implemented. Employees who have a marital status of "single" will be able to complete the entire process online. Others will be required to print the documents that require the signature of the spouse.

Beginning October 1, employees will be able to increase current optional life insurance by \$10,000. Emails will be sent to employees explaining their options and how to increase the insurance if they so desire.

MOSERS is now accepting appointments from employees who wish to come into the office and have a face-to-face visit.

General Discussion: No additional items were discussed

Reminders:

- Benefits U is scheduled for Thursday, September 15th
- If you have ideas for presentations at SHRMC or changes you would like to see related to meetings, please email Sandy.Doyle@MGC.DPS.MO.GOV
- If you are interested in co-chairing with me, please contact me.

NEXT MEETING
October 13, 2016
Room 500 HSTOB