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**MEETING NOTES**  
**December 10, 2015**

**In attendance:**

Tom Fast, OA	Mari-Jo Wilkes, DNR	Gina Hall, PD
Stacy Jacobs, STC	Jan Friedewald, OSCA	Gwen Petet, DHSS
Bryan Howard, DESE	Sandy Doyle, MGC	Michelle Jacobsen, DHSS
Kim Wineland, DESE	Dianne Sackett, DMH	Guy Krause, OA
Amanda Bock, MDC	Trudie Royse-Keefe, DSS	Curtis Forck, OA
Mary Beckwith, DPS	Anna Wainscott, DSS	Sherrie Brown, SAO
Dana Kixmiller, DHE	Dawn Plybon, DSS	Carol Newgaard, SAO
Candy Smith, MOSERS	Rachel Potts, DED	Debbie Davis, DIFP
Jerri Denton, OA		

**Welcome – Tom Fast**

**Affordable Healthcare Act – Libbie Farrell, OA-Division of Accounting**

Libbie Farrell from the Office of Administration – Division of Accounting gave a presentation on the Affordable Healthcare Act. She discussed the reporting requirements and that coverage must be offered for those part-time employees averaging more than 30 hours a week. The State is considered one employer for this, just like with W-2's, so only one 1095-C will be issued per employee. These will be sent out by pay location, also like W-2's. These will be uploaded to ESS and will be needed by employees when they file their taxes. Like W-2's, they should be mailed to employees have separated from employment.

Agencies should be careful when rehiring retirees. As they come back to work, if there has not been a 13 week break, the reporting period will include their full time hours in the average of hours worked. If there has been a 13 week break, then it is considered a new hire and the counting period starts over.

MCHCP will be mailing the 1095-B to employees. This will also be needed for when employees file their taxes. Requests for duplicates of the 1095-B will need to be sent to MCHCP.

Unlike a corrected W-2, the 1095 form will have a checkbox that will be marked corrected. The presentation is attached.

## **MOSERS – Candy Smith**

Candy reminded us of rumor central as a resource. MOSERS staff has been busy putting new materials together. Candy offered explanations on each of the items she had brought, along with copies for us. These include presentations on new employee orientation, the value of benefits, travel assistance, and the retirement process, amongst others. These publications as well as posters can be found on the MOSERS website. Agencies can contact MOSERS for print documents. They also have some new webinars that are results of Benefits U.

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

Guy had nothing on his list. Rachel asked about the Executive Order on gender pay equity that had just come out. There may be more info on this at the next meeting. The Executive Order (15-09) can be found at <http://governor.mo.gov/news/executive-orders/executive-order-15-09>.

## **Office of Administration Accounting Update – Curtis Forck**

Agencies will now enter voluntary vendors. Vendors should give the agency reps the information on that. The expiration dates should now be 99/99/9999 instead of the December of each year that was previously used.

## **Other items**

Gina asked what other agencies are sending out regarding discounts, such as Blues tickets. Several agencies said that it was at the discretion of their SERD coordinator what was passed on. Some said if it came from the SERD program and Ashley Brown, they would forward it.

The meeting was adjourned.

**Next Meeting**  
**January 14, 2016 – 8:30 a.m. to 10:30 a.m.**  
**Room 500 HSTOB**