



Welcome! (5 minutes)

Wendy Harris, Attorney General's Office

DOP Update (10 minutes)

Nadine Cummings, Department of Personnel

OFM Update (10 minutes)

Steve Nielson and Steve Ketelsen, Office of Financial Management

HRMS – Reporting (30 minutes)

Patty Peterson, Department of Personnel
Cross-Agency Reporting Workgroup

About e

This is the beginning of a series on Reporting in HRMS. We have a new reporting workgroup that will be meeting weekly or bi-weekly to ensure one to two reports are shared in the upcoming PPA meetings. If you have special reports you would like to learn about or would like to join this workgroup, please indicate that on your evaluation form.

Learn e

You will receive a handout that walks you through the options in HRMS regarding reporting. We understand that reports in HRMS are only as accurate as the parameters that are processed. This series will look at one or two different reports available in HRMS per PPA meeting with instructions to create, save, and retrieve for future analysis and reconciliation needs.

VEBA MEP (Voluntary Employees' Beneficiary Association Medical Expense Plan) (30 minutes)

Brian Riehs, Service Representative, VEBA Service Group

About e

VEBA MEP is an "account-based" health plan retirees can use to reimburse qualified out-of-pocket healthcare costs and insurance premiums for themselves and their families. This plan has been adopted by over 85 state agencies. VEBA MEP accounts are funded with compensable unused sick leave at retirement.

Learn e

This presentation will cover a general VEBA MEP overview, participant enrollment, and other important information you need to know to ensure the smooth ongoing administration of your VEBA MEP.

Break (10 minutes)

Appeals Process (20 minutes)

Larry Cade, PEBB/Health Care Authority

About e

The changes to WAC rules 182-16, effective January 2009, address a new process as to when and how employees and their dependents appeal eligibility and enrollment decisions about their health care. You and your employees may have questions and concerns about the new process.

Learn e

You will receive information on determining when it is an appeal, the appeal process (step-by-step), new forms to expedite the appeals process, plan appeals, and account adjustments.

HRMS – Logged Changes in Infotypes Report (30 minutes)

Patty Peterson, Department of Personnel
Wendy Harris, Attorney General's Office
Steve Nielson and Steve Ketelsen, Office of Financial Management

About e

The Logged Changes in Infotypes Report can be used in many different ways, and is useful for HR, Payroll, Supervisors, and Managers. This report can be run by staff so that supervisors can check entries, ensure staff are not working on their own data, and to ensure all updates that were received have been processed (audit trail). The report is also helpful when trying to identify what occurred during a retroactive action.

Learn e

Due to the recent HRMS Audit, as well as the request to review your SAP license quotas, we felt this would be a great report to start with. You will learn how to run the report, including various ways to slice and dice the data to get the results you need.

Closing (5 minutes)

Wendy Harris