
Welcome! (5 minutes) Wendy Harris, Attorney General's Office

PPA Meeting Review (5 minutes) Wendy Harris, Attorney General's Office
Review "parking lot" questions from previous meeting(s)

DOP Update & HRMS Tips (10 minutes) Nadine Cummings, Department of Personnel

About e HRMS Resources – Agency Contact List, Personnel Area Cross Reference, PPA Agenda Master List
New Retro Solution in HRMS

Payroll Journal ZHR_RTPYN33 Cross-Agency Reporting Workgroup

Flexible Employee Data Report ZHR_RPTAN02

Flexible Employee Data s_AHR_61016362

(50 minutes)

About e The **Payroll Journal Report** is used for payroll certification, as well as viewing payroll results at an agency level (business area), personnel area (sub agency) level, and an individual employee level.
Designed for retrieving small amounts of data for employees in specific scenarios, agency users can create their own ad hoc reports by selecting from a dropdown list of fields in the **Flexible Employee Data Reports**.

Learn e Learn what roles are necessary to access the reports, and how the reports are used by different agencies. Learn how the reports can be used to proactively review payroll in order to avoid errors, and to certify payroll in accordance with SAAM requirements.

Break (10 minutes)

Separations (20 minutes) Cross-Agency Reporting Workgroup

About e During the next several PPA Meetings, the Cross-Agency Reporting Workgroup will present information on the different types of employee separations, including voluntary and involuntary separations, retirements, deceased employees, and transfers out.

Learn e At this meeting, you'll get an overview and an outline of the process, followed by the HCA presentation (below) about the new COBRA subsidy.

COBRA, COBRA Subsidy including Billing Process, PAY1, and Mailing Address (30 minutes) Amy Corrigan, Health Care Authority
Steve Ketelsen, Office of Financial Management

About e The presentation will include a discussion on how separation from employment affects PEBB benefits. The main points of discussion include the components of continuation of coverage, the COBRA subsidy, making decisions about eligibility for the COBRA subsidy from both the agency and HCA's perspective, keying subsidy eligibility into the PAY1 system, the accounting process that surrounds the COBRA subsidy, and the changes to the PAY1 A.01 screen.

Learn e You will take away a better understanding of the different types of continuation of coverage offered by PEBB, rules that surround the COBRA subsidy, communications that former employees will receive, resources for making subsidy eligibility decisions, and the accounting process for the COBRA subsidy.

Layoff Reporting in BI (45 minutes) Cherie Willhite and Denise Flatt, Department of Personnel

About e Beginning in July, HRMS Business Intelligence (BI) will have reports available to allow you and the Department of Personnel to track layoff activities.

Learn e You will learn how to appropriately code layoff activities so they can be captured in HRMS BI reports and for DRS to properly capture layoff time for retirement purposes. You will also see a preview of what the HRMS BI reports will look like.

Closing (5 minutes) Wendy Harris