



Agenda - June 26, 2008

Welcome!

Wendy Harris, PPA Chair, DOC

DOP Update

HRMS Upgrade – Status

Cherie Willhide / Dennis Gustafson, DOP

HRMS Communications Listserv **New!**

Nadine Cummings, DOP

HRMS Tips – Payroll Processing Day 1, 2, 3

Robin McCord, DOP Help Desk

Savings Bonds

Cross-Agency Group

About e

Create and maintain Series EE and I Savings Bonds deductions in HRMS on **Infotype 0103 Bond Purchase** and **Infotype 0104 Bond Denominations**.

Find Information on Savings Bonds in the OLQR User Procedure Bonds, and the Maintain Payroll Master Data HRMS Training Course and course manual.

Run reports using Display of Savings Bond Purchases Report ZHR_RPTPYS10, and Wage Type Reporter (PC00_M99_CWTR). Personnel Administration roles can **view**, and Payroll roles can **update** Savings Bond infotypes in HRMS.

Learn e

Address Changes Effective Dating Reserve Balances Rotating Bond Owners Reporting Serial Data

New Employee Packet

Susan Latham, OFM

About e

As a new employee, many forms are necessary to ensure a smooth introduction to state employment, as well as to fulfill important government requirements. Agencies may require some forms be completed on or before the first day of employment, and others within the first weeks. Along with federal forms and state benefits program choices, most organizations have policies and procedures that all employees must review and acknowledge.

Learn e

Susan will share OFM's New Employee Packet, review mandatory requirements, and provide suggestions on how you might adapt some of their Best Practices for your agency's business processes.

Health and Disease Management

Steve Norsen, HCA

Susie Hepner, Active Health

About e

As state employees, we share responsibility with our employer for management of our health. The state provides employees with health insurance wherein the health plans provide programs to help employees maintain good health and respond to disease and injury.

Learn e

This presentation will describe a new program soon to be announced to about 200,000 UMP and Aetna members (triggering questions from your employees) as well as current programs available through Group Health and Kaiser.

Closing

Wendy Harris



Time Accounting Pay Sims / Pay Results Separations Assignment Pay / Dual Language
Deceased Employees Garnishments W-5 EIC Negative Retro Adjustments
Mid-Period Transfers IRS Exempt Employees Accidental Hires LNI Express Filing
Org Management Free Search
