

PPA Meeting Notes - February 28, 2011

JAY MINTON- DSHS

All future 2011 PPA meetings will be at LNI Auditorium.

We need ideas for meeting topics. Please forward any ideas you have for future meetings to jay.minton@dshs.wa.gov or to shellym@dop.wa.gov

AMY CORRIGAN – HCA

Dependent Verification

HCA is all caught up with dependent verification – no backlog

Letters to dependents that have been verified are going out immediately.

If dependent verification is not made for dependent's subscribers within the 30-day window, subscribers will have to wait until open enrollment 2012 for insurance coverage

Dependent Verification – Agency Keying Verification – Pilot Program

All agencies will be completing and keying their own dependent verification beginning January 2012. If any agencies would like to begin this process early, please contact Steve Norsen to be part of the pilot program.

Letters will be going out to 19,000 dependents that have not been verified between 9/1/2009 and 12/31/2010

1st notification letter – April 12th, 2011

2nd notification letter – May 24th, 2011

3rd notification letter – Termination Notification – June 30th, 2011

Termination letter effective July 31st, final letter will be sent out

Dependents can re-enroll during open enrollment 2012, but will still have to provide dependent verification.

Group Health – Out of state student coverage is only good for 90 days from the date student arrives

Questions regarding this coverage can be discussed with Group Health. This rule is result of Federal Coverage Regulations and Group Health abiding by these Federal Rules

Plan changes can be requested and granted however will not be granted based only on the issue of the 90 days out of state student coverage. Subscribers must have an additional qualifying event to make a plan change other than just the 90 day coverage rule in order to be able to make plan changes outside of open enrollment. Special open enrollment changes can be made for other plan changes.

Appeals can be made to PEBB following the normal appeals process

Rescission – Retro Termination - Guidance is forthcoming in the near future regarding retro termination. The process will be simplified.

ELEANOR CONWAY – DEPARTMENT OF RETIREMENT SYSTEMS

Annual Statements are now available online for employees. Notices will be going out to employers this week letting them know that this option is now available.

Old Age Survivor Insurance – Employers with 218 agreements will now be billed on total FICA Wages. DRS will take the entire amount needed and work backwards to formulate amounts for each agency.

Deferred Compensation Plan (DCP) Email - Emails used to be sent out requesting verification from employers of employee's annual leave cash out. The new emails will have subject line that reads: A/L CASHOUT, FIRST & LAST NAME and will not require a response IF the information provided in the email is correct. This new process will begin this week and DRS will send out an email to employers with these instructions.

Changes to Furlough Log – Changes to the Furlough description now include lost wages for the 3% decrease of wages that are not associated with days worked. Further information will be forthcoming on this.

STEVE KETELSEN – OFM

- Savings Bond Update
 - GL 5188 Savings Bonds Deductions Payable will be closed effective 6/30/2011
 - GL 5188 must have a zero balance before that happens
 - Twelve agencies with balances
 - Highest balances: 1,801.50 DR and 815.63 CR
 - Net balance statewide: \$403.12
 - Will call agencies to work on issues
 - We still have bond balances. What do we do?
 - Finish reconciling
 - Guidance available on OFM Payroll Resources site
 - <http://www.ofm.wa.gov/resources/payroll.asp>
 - Contact Steve Ketelsen (see last section)
 - Why can't we just net the difference statewide, or do a recovery JV? Because it's not the state's money!
- Savings Bond Credit Balance
 - You owe employees money
 - Locate Employee
 - Issue warrant to employee from GL 5188
 - Can't locate?
 - Send to Department of Revenue Unclaimed Property
 - Contact your agency accounting consultant for assistance
- Savings Bond Debit Balance
 - You've overpaid money to or on behalf of employee
 - Locate employee
 - Attempt to collect with overpayment rules (see CBAs, WAC, RCW)
 - Can't locate or too burdensome?
 - Check legality of "writing off"
 - File belated claim
 - Claim back to overpayment period
 - Contact agency's accounting consultant
- New 941 to W-2 Reconciliation
 - Tax change effective 1/1/2011
 - 4.2% Employee Social Security
 - 6.2% Employer Social Security
 - 1.45% Employee and Employer Medicare (no change)

