

PERSONNEL PAYROLL ASSOCIATION (PPA) MEETING

September 26, 2013

MINUTES

Introduction of New PPA Leadership

Steve Nielson (OFM)

- Jay Minton promoted within DSHS.
- Steve Ketelsen (L&I) and Margee Thompson (DOC) will be co-leading the PPA effective immediately.

TLA Update

Mary Myhre for Katie Gerard (DES)

[Time, Leave and Attendance Project - Handout](#)

Highlights

- The apparently successful vendor has been selected.
- Configuration will be:
 - Core – applies to all users
 - Shared – applies to more than one agency, but not every agency
 - Unique – applies to one agency or a subset of an agency
- There are several agencies participating in the TLA advisory Group.

OFM Updates

Steve Nielson (OFM)

SAAM Updates (Effective October 1, 2013)

- Removal of references to Temporary Salary Reduction Leave
 - 25.40.10 – Shared leave
 - 25.40.40 – Time loss
 - 25.40.60 – TSR Leave (removed section)
- Garnishments – 25.60.40
 - Educational loans
 - Include health insurance premiums when calculating disposable earnings.
 - Note: This is only for federal non-tax related garnishments.
 - DES is aware – updating HRMS is on their schedule and has been prioritized.
 - A new version of the spreadsheet will be deployed on September 27.
 - Note: Per the AG, only new garnishments are affected. Existing garnishments can continue using the calculation that was in place at the times

Pretax Parking and Transit – SHB 1456

- Look for communications from HRMS soon.
- There will be an article in *The Connection* article next week:
<http://www.ofm.wa.gov/reports/connect/connect.pdf>
- Payroll deductions can be taken on a pretax basis as allowed under Internal Revenue Service Code for the following:
 - Parking facilities furnished by the agency or the Department of Enterprise Services (DES).
 - Transit benefits.
- There are separate plans for parking and transit deductions:
 - Parking deductions for all employees paid through HRMS will be systematically changed to pretax effective with their December 10, 2013 paychecks.
 - Unions were notified of the change in July.
 - By October 15, 2013, agencies will send a notice to all general government employees. Boilerplate language will be sent to agencies the first part of October.
 - Employees who want their parking deduction to be taken on a pretax basis do not need to take any action.
 - Employees who do not want parking deductions to be taken on a pretax basis will need to notify their respective payroll offices by November 15, 2013.
 - OFM and the Department of Enterprise Services (DES) are working together to implement transit deductions at a future time.
- A work group had been formed that includes OFM, DES, and agency representation. The group is meeting weekly at this time to address both parking and transit deductions.

PEBB Open Enrollment

Amy Corrigan (HCA)
Larry Cade (HCA)
Glenda Fairchild (HCA)

[PEBB Open Enrollment 2014 - Handout](#)
[Diabetes Prevention Program - Handout](#)

Highlights

- The Diabetes Prevention Program is coming in 2014.
 - This is a new PEBB benefit.
 - There is no cost to members.
 - Who is eligible?
 - Employees
 - Family members
 - Non-Medicare Retirees
- Open enrollment is November 1 through 30, 2013.
- Changes are effective January 1, 2014.
- Benefit fairs will be from November 1 through 18.
- Begin entering open enrollment changes into PAY1 on November 1.
- Premiums for Group Health Classic, Kaiser Classic, Kaiser CDHP, UMP Classic, and UMP CDHP increase.
- Premiums for Group Health Value and Group Health CDHP decrease.

- Maximum 2014 contributions for HSA:
 - \$3,300 individual, \$6,550 family (employees 55 or older may contribute and extra \$1,000 per year)
- Maximum 2013 FSA employee contribution is \$2,500.
- No benefit or premium changes for life or LTD insurance.
- The IRS ruled that same-gender couples, legally married in a state that recognizes same-gender marriage will be treated as married for federal tax purposes, regardless of whether the couple lives in a state that recognizes the marriage. The ruling is effective September 16, 2013.
 - A signed Declaration of Tax Status form must be submitted to change the dependent's tax status.
- Surcharges begin July 2014:
 - \$50 spouse
 - \$25 tobacco
- HCA will be compiling a Q&A document based on today's meeting. Once the document is completed, it will be posted with the minutes.
- For more information, go to: <http://www.pebb.hca.wa.gov/>.

Next Meeting

- Thursday, November 21, 2013
- 9:00 - noon
- L&I Auditorium
- Focus: Year-end 2013 and beginning 2014