

Personnel/Payroll Association (PPA) Meeting

February 27, 2018

MINUTES

I-1433 Update

Kristy Wilson

Suzanna F

Office of Financial Management



I_1433.pdf

Highlights:

- Agencies were reminded of key actions to take until the Human Resource Management System (HRMS) can be updated to follow Initiative 1433 (I-1433).
- On January 31, 2018, WaTech sent out an email. Under number 1 of “What you need to do?” it states “Ensure employees who are now eligible for sick leave accrual under I-1433 have their **Additional Time ID** set to **02** in **Planned Working Time (0007) Infotype** in HRMS – indicating they are eligible to accrue sick leave.”
 - Agencies are only to set the Additional Time ID to 02 if the employee is currently set to not accrue any leave. 02 will only allow sick leave to accrue.
- There is currently no estimated date for when HRMS will be updated.
 - Agencies are to continue to manually track employee accruals outside of HRMS and make corrections in HRMS after all time worked is entered for the entire calendar month.
- If agencies are unsure of what types of employees are affected by this, contact your agency AAG.

WSFE MOD Card and HRMS Entries

Steve Nielson

Office of Financial Management



MOD_Deductions.pdf

Highlights:

- Do not retro union dues deductions.
- Maintenance of Deduction (MOD) cards were previously called Maintenance of Membership (MOM) cards. Treat them the same if received.
- The effective start date should always be the first of the following month.

Veterans' In-State Service Shared Leave Pool (VISSLP)

Grace Naegle
Department of Veterans' Affairs



2018.02.27 PPA
Presentation.pdf

Highlights:

- Follow-up to questions asked during the meeting:
 - How does Higher Ed (or anyone else writing a check) send money to the fund?
 - The current informational packet on the website gives instructions at the end of the "Accounting Procedures" section.
 - Is "Honorable Discharge" the only classification that is eligible for VISSLP?
 - The Type of Discharge (Retirement, Discharge, etc.) doesn't matter quite as much as the Characterization of Service, which must be Honorable.
 - The exception to this, per RCW 41.04.005, is a person who received a discharge for physical reasons with an honorable record. There are additional requirements for these situations.
 - The full definition listed in the RCW will be included in the updated information packet, which will be loaded to the website this week.

Foster Parent Shared Leave Pool (FPSLP)

Kim Owens
Department of Social and Health Services



Foster Parent
Shared Leave.pdf

Highlights:

- Refer to the attachment.

SAAM Updates Effective January 1, 2018

Steve Nielson
Office of Financial Management



SAAM_Updates_01-
01-2018.pdf

Highlights:

- Refer to the attachment.

Future Meetings

- The PPA meeting scheduled for September 26, 2018 will take place at the OB2 Auditorium.
- All other meeting in 2018 will be at the Helen Sommers Building.

Next Meeting:

- Wednesday, May 23, 2018
- 9:00 – noon
- Helen Sommers Building, 106 11th Avenue SW, Olympia, WA