

BOARD COMMITTEE ON HUMAN RESOURCES SERVICES

January 4, 2000, 9:00 a.m.

SUMMARY

The meeting of the Board Committee on Human Resources was held on Tuesday, January 4, 2000. Chair James Dyson called the meeting to order at 9:10 a.m. Minutes of the November 29, 1999 Board Committee meeting were approved. During the meeting it was reported that:

December was a challenging month in the area of payroll. Staff was charged with the dubious task of producing two payrolls within a one-week period due to the holidays. The entire HR office continually worked on the benefits and payroll conversion to the SPAS and PeopleSoft systems. As of this report, the conversion schedule is on track.

Preparations were begun for the processing of W2s.

Staff worked with the District's new life insurance carrier to implement the group basic life insurance plan for a January 1 effective date.

Staff also worked on the January 1600 faculty increases.

Enrollment forms for the flexible spending accounts and the AFSCME vision and dental plans were processed.

Staff began work for the upcoming medical and supplemental life insurance open enrollment.

This concludes my report.