

BOARD COMMITTEE ON HUMAN RESOURCES SERVICES
Tuesday, December 2, 2008, 11:30 a.m.
MINUTES

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Shamil Clay

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Board Chair James Tyree called the Board Committee meeting on Human Resources to order at 11:30 a.m. During the meeting it was reported that:

Cost Controls

The Benefits Division filed the interim FY '08 prescription drug subsidy payment request, Medicare Part D, resulting in CCC receiving over \$450,000 for FY '08.

SURS now bills employers if a retiring employee has earned more than a 6% salary increase during the last four years prior to retirement. The impact of earning over 6% on the individual's pension benefit is billed to the employer. That said, SURS has billed us over \$398,000 since 2007. The Compensation Division challenges each claim resulting in an 89% success rate. To date, of the \$398,000 in liability we only have to pay \$42,000.

Workforce Development

Preparation for December open enrollment was completed by emailing notices to over 4,000 benefit eligible employees as well as letters to their homes. Other notices were sent to all Security personnel and over 2,300 retirees.

The Payroll Division has continued its targeted marketing plan to increase participation in direct deposit. Accordingly, on the November 21 paycheck a flyer with a direct deposit application form was sent to all employees not currently on direct deposit.

Last month I reported the results of the Faculty Career Fair held at Arturo Velasquez Westside Tech in October. We surveyed all 166 participants which resulted in the following:

- 48.0% learned about the Career Fair through the CCC website
- 21.2% were looking for positions in adult literacy/basic skills
- 18.9% in English
- 94.5% of the attendees has a masters degree or higher

Compliance

With respect to our progress in compliance with the federal government mandate that by January 1, 2009 employers offering 403(b) plans must manage those plans we have completed the following:

- Sent termination notices for outside counsel to review. These notices will be sent to those vendors who refused to sign information sharing agreements and to employees with existing balances in these plans.

Other Business

PeopleSoft Maintenance Pack 5 was successfully moved into production November 21. This frees us to now focus our efforts on year-end processing