

## **EMPLOYER ADVISORY COMMITTEE**

### **Meeting Notes of March 2, 2005**

PERS staff attending: Gayle Lansky, Yvette Elledge, David Crosley, and David Tripp

Attendees (by conference call): Venice Anderson, Marita Dizon, Marsha Ehlers, Melissa Hager, Denise Hall & Linda Ely, Pennie Lien, Mark Villegas, Debbie Vuylsteke, Fred Welding.

#### **Call to order:**

Meeting began at 2 p.m. Gayle welcomed all and ensured all had agendas. Notes from the February 2, 2005 meeting were reviewed with all. Gayle stated that the \$200K max. salary issue has been resolved (Topic #4 of 2/2).

Gayle discussed wage code 14, will work w/PERS tech. to back information out. Linda said when you back out the data, it looks like two postings for one person, does not show a negative. Linda will follow up and send info to PERS.

David Crosley shared information about upcoming annual statement issues. PERS and OPSRP statements will be mailed May 2-6. IAP statements will be mailed May 9-13. Statements will be going directly to members if employers have input updated demographic info into EDX. For statements returned to PERS as undeliverable, we will mail these to employers for follow up. Will send employers a reminder in April that annual statements will be mailed soon after to members' homes.

Employers can e-mail questions to Gayle re: annual statements. An employer asked how soon does EDX need to be updated with member address? Crosley replied by mid-March.

Yvette reiterated that we will send returned statements to employers, so they will know which members addresses need to be updated.

Yvette relayed the following: due to '04 data and eligibility issues, we have 10-11 thousand ineligible employees with contributions posted via jClarety, so they will have an IAP account and shouldn't have. We will suppress the IAP annual statement. If employers can identify employees with less than 600 hours in '04 and make negative adjustments by March 31 it will help, if not we will do the adjustments for employers. We are looking at more than hours, such as salary, etc., and employers can see when we make negative adjustments if they don't do it themselves. Asked if this was okay, the response was affirmative.

Linda asked for a list (on CD w/SSN's), of all employees noted above, and OSPA can make its own adjustments.

Marita said they're doing their own right now.

Citistreet needs lists by April 14.

Gayle says can send via CD w/SSN for largest employers.

Yvette says will send employers a list, and if not cleaned up by 3/31 by employers we will do it. This will be a problem every year, when employers make contributions for those who are not in qualifying positions.

Yvette says we're working with a couple of contractors who we hope will be able to produce lists by 3/11 to send to employers.

Gayle stated we will update the list before sending it out. We will send out notice of what's coming to employers, then later send out lists.

Gayle: re: the 02 non-qualifying wage code, PERS wants your input, do you know how to use the code. An employer replied it's for those not expected to qualify. Marsha w/Mult. Co. noted some "broken records," another employer spoke of the same problem.

Yvette responded that approximately 3500 employees are in wrong plan. On 3/16 we expect to have "functionality" which will review above employees and place them in correct plan. Most involved are now in Tier Two, should be OPSRP. Employers should start seeing this on 4/1, finishing up around 4/8. The system will fix this, employers will see this on employer statements.

The 02 code is supposed to make reporting non-qualifying employees easier, but if employers have a population where they're not sure if an employee will qualify or not, maybe they should not use this code for that population. From the employers attending, lots of discussion ensued as to negative/positive. adjustments, different codes.

Gayle asked about additional training groups for users/employers. If a videoconference was made available as a training opportunity, would there be interest? All employers responded positively.

Asked if they had a choice between having this info presented via NetLink type broadcast vs. videoconference, all who responded noted preference for internet type of broadcast, to save on travel, etc.

Gayle will follow up with employers, and distribute an eligibility and time matrix.

Venice stated future training topic needed would be one that focuses on waiting time and eligibility issues.

More generic discussion followed between all, and the meeting was adjourned at 3:15 p.m.

**Next meeting is scheduled for April 6, 2 p.m.**

David Tripp, recorder