

HRMS User Group Meeting Minutes

HRMS User Group Meeting						
DATE/TIME:	Thursday, February 12, 2014 1:00-3:00pm					
CO-CHAIRS	Larry Hamilton and Kim Beers	NOTE TAKER:		TMCC		
LOCATIONS/ ATTENDEES:	CSN WC Pres E322		Reno SCS 47		Las Vegas SCS 304	
	Hooper, Michelle - CSN	X	Andrews, Donnie - UNR	X	Viton, Christopher-UNLV	
	Petrie, Tina—CSN	X	Beers, Kim - UNR	X	Johnson, Mike – SCS	X
	Scarboro, John—CSN		Cavilia, Jill - BCN	X	Green, Mary - BCS	X
			Doetch, John – BCN	X	Hamilton, Larry –UNLV	
			Valunte, Migle - BCN	X	Lowe, Jim –SCS	X
	GBC HTC 137		Henry, Mary Ann-UNSOM	X	Nolan, Connie—UNLV	X
	Sibert, Sonja – GBC	X	Knight, Audra—BCN		Paik, Elora—UNLV	X
			Littlefield, Cindy –DRI	X	Meyerpeter, Brian - UNLV	X
	NSC BW2-119		Madole, Denise – BCN/UNR	X	LaPutt, Pat - UNLV	X
	Canfield, Cheri - NSC		McFarling, Tim—UNR		Guinan, Anthony —UNLV	X
	Needham, Patti - NSC		Tully, John—SCS		Hess, Jackie - UNLV	X
	Kim, Betty - NSC	X	Smith, Nyleen —UNR	X	TMCC Dandini RDMT 3150	
			Tully, Joann – UNSOM North		Meador, Michelle —TMCC	X
	NSHE - North				Scollard, Nicole - TMCC	
	Casey, Christine—NSHE	X				
	Dintiman, Grant —NSHE		UNSOM South 2040 Rm 506		WNC CED 307	
	Olsen, Sherry - NSHE	X	Gagliardo, Rosemarie - UNSOM	X	Tucker, Irene—WNC	X
					Kendall Buscay—WNC	

I. Agenda

Topic	Facilitator	Comments
Voya Transition	Pat LaPut	Mike and Jim completed all changes and the transmissions to Voya were successful for both plans. See email dated January 29, 2015 8:05 pm for update from SCS and summary email from January 15, 2015 5:36 pm for update from conference call with NDC and Voya.
Year End	Mike Johnson	See attached list
iNtegrate	All	Fundamentals training provided by Workday should be attended by campus leads and 1 person from each campus for each area. Will be on site in Reno & Vegas

II. Other							
HRMS Minute Takers	Minute taking will continue to be rotated among campuses. It is the responsibility of each campus to ensure a representative is present to take the minutes. Current rotation includes: <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">UNR</td> <td style="padding: 2px 10px;">March 2015</td> </tr> <tr> <td style="padding: 2px 10px;">NSC</td> <td style="padding: 2px 10px;">April 2015</td> </tr> <tr> <td style="padding: 2px 10px;">BCS</td> <td style="padding: 2px 10px;">May 2015</td> </tr> </table>	UNR	March 2015	NSC	April 2015	BCS	May 2015
UNR	March 2015						
NSC	April 2015						
BCS	May 2015						

HRMS User Group Meeting Minutes

Fiscal Year-end Discussion

1. PERS rate change / Reduction Factors PERS rate change/reduction factors need to be sent to Mike
 - a. Effective: 7/16 per John Doetch; .8734
2. Grade / Step table changes? There will be grade/step table changes but need to see what happens with minimum wage. There is a bill draft proposing a change in minimum wage to \$15/16 per hour
3. COLA process (to post above) There are no recommendations for COLA in current legislation
 - a. Run:
4. RPA rate change to 14.5% to match PERS
 - a. Effective: 7/1/15
5. Turn off RPA self-adjusting
 - a. Effective: after 072 payroll; 8/10 paycheck
6. Health Insurance Deduction / Contribution changes? pending legislation for premium holiday for 2 months for employers
7. Longevity in FY 2016? governor wants to eliminate
8. Furlough could be 2 days if legislation passes but is not in governor's budget
 - a. Last pay cycle: 063 check 071
9. CWS Tables Updates – campuses should work with Jim
10. Contract Uploads (UNR, CSN, UNLV) should still occur
11. Position Control processes (UNR, CCSN) as usual
12. Daily Encumbering dates provided are correct
 - a. Stop: July 1
 - b. Start: July 31
13. Expense Transfers dates provided are correct
 - a. Last day: July 17
14. 13th Accounting Period dates provided are correct
 - a. Start: July 1
 - b. Stop: third week in July
15. System Parameters, Payroll and Benefits
16. FSA Billing File 1 load from vendor
17. Employee Purge still needs to happen in March and shouldn't wait to be part of the Workday conversion
18. Remove edits/warnings at UNR in June