

STATE CONTROLLER'S OFFICE
PERSONNEL AND PAYROLL SERVICES DIVISION
P.O. BOX 942850
SACRAMENTO, CA 94250-5878

DATE: July 17, 2020

PERSONNEL LETTER #20-019
(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Jil Barraza, Chief
Personnel and Payroll Services Division

**RE: EMPLOYMENT HISTORY MASS UPDATE TO CHANGE RETIREMENT
CONTRIBUTION RATES FOR BARGAINING UNITS 2 AND 9; EFFECTIVE JULY 1, 2020**

Effective July 1, 2020, Miscellaneous and Safety, Tier 1 retirement members in Bargaining Units 2 and 9 will receive a change to their employee retirement contribution rate. Refer to 7/3/2020, [CalPERS Circular Letter #200-035-20](#). The State Controller's Office (SCO) will process an Employment History (EH) mass update on July 17, 2020 to implement the retirement rate changes effective July 1, 2020 for eligible employees.

The rate changes are as follows:

Bargaining Unit 2 SAFETY employees and affiliated members (S02, M02 and E02)

Effective 7/1/2020, the employee retirement contribution rate will change from 11% to 11.5%.

Bargaining Unit 9 MISCELLANEOUS employees and affiliated members (S09, M09 and E09)

Effective 7/1/2020, the employee retirement contribution rate will change from 8.5% to 8%.

Bargaining Unit 9 SAFETY employees and affiliated members (S09, M09 and E09)

Effective 7/1/2020, the employee retirement contribution rate will change from 11.5% to 11%.

EMPLOYMENT HISTORY (EH) MASS UPDATE PROCESSING

The State Controller's Office (SCO) will process an Employment History (EH) mass update on July 17, 2020 to implement the retirement rate changes effective July 1, 2020 for eligible employees. The 505 transaction will reflect the employee retirement contribution rates for impacted employees.

MASS UPDATE EXCEPTIONS

Exceptions to the mass update must be processed manually. For example, employees with an EH record reflecting an out-of-sequence status (i.e., the effective date on the most current transactions is after July 1, 2020), will be processed manually. The Personnel and Payroll Services Division (PPSD) may also assist with out of sequence transactions as needed.

The PPSD is unable to update the EH records to reflect the new rates when the employee is off pay status (e.g., on a leave of absence, or an Appointment Expiration Date prior to July 1, 2020). These employees' Item 505 – Account Code field must be updated by the appointing agency once their appointment is extended or the employee returns to active pay status following a leave of absence.

Although Item 505 is not a required field when returning an employee to pay status, the account code must be entered on the PAR in order to reflect the new retirement rate on the employee's record. If the account code is not entered, the retirement contribution will be withheld at the incorrect rate and will require future adjustments.

RETIREMENT ACCOUNT CODES EFFECTIVE JULY 1, 2020

Bargaining Unit 2 SAFETY employees and affiliated members (S02, M02 and E02)

Retirement Contribution Rate: will change from 11% to 11.5%.

Retirement Account Code: 6J

Bargaining Unit 9 MISCELLANEOUS employees and affiliated members (S09, M09 and E09)

Retirement Contribution Rate: will change from 8.5% to 8%.

Retirement Account Code: See below for impacted employee account code movement.

- From Retirement Account Code 0A to Retirement Account Code 05
- From Retirement Account Code 0B to Retirement Account Code 24
- From Retirement Account Code 0C to Retirement Account Code 45
- From Retirement Account Code 0D to Retirement Account Code 2I
- From Retirement Account Code 0E to Retirement Account Code 2M
- From Retirement Account Code 0F to Retirement Account Code 2R
- From Retirement Account Code 0G to Retirement Account Code 4L
- From Retirement Account Code 0H to Retirement Account Code 4V

Bargaining Unit 9 SAFETY employees and affiliated members (S09, M09 and E09)

Retirement Contribution Rate: will change from 11.5% to 11%.

Retirement Account Code: See below for impacted employee account code movement.

- From Retirement Account Code 7G to Retirement Account Code 1P
- From Retirement Account Code 7J to Retirement Account Code 1V

Please direct questions on Bargaining Unit 2 and 9 retirement rate changes as follows:

<u>SUBJECT AREA</u>	<u>CONTACT</u>	<u>TELEPHONE NUMBER/EMAIL</u>
General Payroll Procedures Disability Payroll Procedures Employment History Procedures CalPERS eligibility and benefits	Statewide Customer Contact Center SCO CalPERS	(916) 372-7200 (888) 225-7377
HR Suggestions Email Inbox (All HR Staff)	Personnel and Payroll Services Division SCO	PPSDHRSuggestions@sco.ca.gov
Escalation Email Inbox (HR Supervisors and Managers)	Personnel and Payroll Services Division SCO	PPSDOps@sco.ca.gov

JEB:DF:PMAB