



## State Controller's Office

### Ad Hoc Committee on Human Resources Forum

August 2021

#### PROGRAM UPDATES

##### Statewide Civil Service Benefits Program – SCO – Rebecca Doctolero

Contact: [RDoctolero@sco.ca.gov](mailto:RDoctolero@sco.ca.gov)

- Benefits Updates
- Benefits Reminders

##### Business System Enhancements – SCO – Rehana Kausar and Hadiyeh Keissar

Contact: [RKausar@sco.ca.gov](mailto:RKausar@sco.ca.gov) & [HKeissar@sco.ca.gov](mailto:HKeissar@sco.ca.gov)

- Other Post-Employment Benefits (OPEB)  
Automation Effective 9/1/21
- Background:
  - Other Post-Employment Benefits (OPEB) is the pre-funding of retiree benefits to offset rising health benefits cost.
  - OPEB is a mandatory contribution negotiated through bargaining contract agreements.
  - OPEB is paid for by contributions from:
    - Active Employees &
    - The Employer
  - Employees are eligible for OPEB if they are Health Benefit eligible.
  - Payments are subject to OPEB if they are “pensionable” aka subject to PERS.
  - Currently, OPEB only affects non CSU employees.
- OPEB Automation – OPEB CBID
  - The Employment History (EH) system was modified on 1/31/2019 to include a new data element, OPEB CBID.
  - SCO processed an EH mass update to post a 126 transaction effective 1/31/19 for active and on leave records to add OPEB CBID values
  - OPEB CBID can be found on the PIMS Inquiry History Type A and B screens.
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  - OPEB CBID can be found on the PIMS Inquiry History Type A and B screens.
- OPEB Automation – Payroll:
  - There will be a new HIST layout effective 09/01/2021.
  - Currently, the OPEB contribution can be found in the Miscellaneous Deduction screen as a 354 deduction code.
  - For automation OPEB will reside in root segment of the payment.
  - Payment Detail screen has been modified to include OPEB.
- OPEB Automation – Arrears Adjustments
  - OPEB CBID identifies eligibility for OPEB.
  - If eligible, the OPEB CBID will have a value similar to the Employee CBID.

- If not eligible, OPEB CBID will be 'NON'.
- The OPEB CBID is computer generated whenever specific transactions are keyed in EH (i.e.: appointments, 120, 126, and 405 transactions).
- For exceptions to the generated value, departments are required to submit a PAR document to PPSD/Civil Service Audits for key entry.
- OPEB Automation – Payroll
  - Year to Date (YTD) Totals screen has been modified to include two OPEB fields.
  - OPEB taxable gross (OPEB TAX GRSS)
  - OPEB EE withheld (OPEB EE WTHLD)
- Earnings Statements/Direct Deposit Advices:
  - The OPEB description on the warrant statements will be changed from OPEB/CERBT to OPEB effective 9/2021.
- OPEB Max Compensation Integration:
  - A Few changes were made to OPEB as a result of the Max Comp project going into production ahead of OPEB.
  - OPEB deduction will stop when an employee reaches Retirement (RT) Max.
  - OPEB field: EE W/H and ER W/H will display zeros (.00).
- OPEB Max Compensation:
  - If an employee reaches RT Max mid-month, the recomputed RT gross will be used for OPEB calculation.
- Key Points to Remember:
  - OPEB Automation is effective 09/2021 pay period.
  - OPEB contribution will be applied to every eligible payment and adjustments.
  - If an employee has reached RT max prior to 09/2021 pay period, OPEB withheld amounts on POIS will display zeros.
  - All OPEB fields will be zero or blank if the pay period date is prior to the implementation date.
  - The last OPEB Interim deduction will be applied to 08/2021 pay period.

**Statewide Direct Deposit Program – SCO – Jill Souza**

Contact: [JSouza@sco.ca.gov](mailto:JSouza@sco.ca.gov)

- Direct Deposit Automation

**Executive Office Inquires – SCO – Nancy Ayala**

Contact: [Nayala@sco.ca.gov](mailto:Nayala@sco.ca.gov)

- Introduction
- How SCO Receives Inquires
- Why SCO Receives Inquires
- How SCO Responds to Employee
- Sample Inquires
- What HR Offices Can Do to Help Reduce Inquiries

**SCO KEY INITIATIVES: PROJECT UPDATES**

**California State Payroll System (CSPS) – SCO – Bernadine Schultz**

- Project Vision: The California State Payroll System (CSPS) Project will modernize the human resource management and payroll system used by 285,000+ state government employees in order to provide accurate and timely personnel and payroll service with quality customer service.

- In Process:
  - Executive Steering Committee Meeting Aug 2
  - Routing solicitation (SOW/RFP) documents for approval internally to SCO Legal
  - Ancillary procurement activities for SFY 21/22
  - Data Cleansing Strategy Planning (DCSP) sessions
  - Agency/Department demographic survey
  - Recruiting for multiple OCM positions
  - Phase 0 Bidder's Survey
- Recent Progress:
  - BPO kickoff complete
  - Completed 3 DCSP sessions
  - Completed initial SCO/CalHR solicitation review, addressing comments
- What's Next
  - Schedule Stage 3 Solution Development (S3SD) synch up with CDT and CalHR
  - Planning for transition from S3SD to Stage 4 Project Readiness Approval (S4PRA) phase
  - Union Town Hall in September
  - Submit Stage 3 Part A
  - Process Advisory Committee (PAC) kickoff
- Our Ask
  - Complete Departmental Demographic Survey by August 20
  - Participate in "In Process" activities
  - Provide SME support for questions
  - Provide SME support for data cleansing sessions

**Connect Human Resources Portal (ConnectHR) – SCO – Liz James**

Contact: [ConnectHelp@sco.ca.gov](mailto:ConnectHelp@sco.ca.gov)

- Complete Departmental Demographic Survey by August 20
- Participate in "In Process" activities
- Provide SME support for questions
- Provide SME support for data cleansing sessions

**SCO General Reminders – SCO – Nastassja Johnson**

Contact: [Nxjohnson@sco.ca.gov](mailto:Nxjohnson@sco.ca.gov)

- Include specific program name in the subject line of emails when you submit forms to the PPSDTempOps@sco.ca.gov mailbox.
  - This inbox is not for questions or inquiries.
- Include your name and email on all documents submitted to the SCO.
- Submit one email for each specific program area.
  - If you need to check on the status of a document, please call the Statewide Customer Contact Center (916) 372-7200.
- Utilize secure email to send documents rather than fax or mail.
- Include the complete social security number (SSN) when sending documents through secure email.
- Visit Department of General Services (DGS) website for updated Standard (STD) forms that allow for a digital signature.
  - STD674 and STD674 A/R have been updated to allow for an email address for the specialist. This allows SCO to contact the specialist in a timely regarding PR250's.
- Update California Personnel Office Directory (CPOD).

## RESOURCES

- **Websites:**
  - Human Resources: [https://sco.ca.gov/ppsd\\_state\\_hr.html](https://sco.ca.gov/ppsd_state_hr.html)
  - State Employees: [https://sco.ca.gov/ppsd\\_se\\_payroll.html](https://sco.ca.gov/ppsd_se_payroll.html)
- **Contact:**
  - [Statewide Customer Contact Center](#) (916) 372-7200
  - HR Suggestions Email (All HR Staff) [PPSDHRSuggestions@sco.ca.gov](mailto:PPSDHRSuggestions@sco.ca.gov)
  - CS Escalation Email (HR Supervisors and Managers) [PPSDOps@sco.ca.gov](mailto:PPSDOps@sco.ca.gov)
  - Cal Employee Connect Email [connecthelp@sco.ca.gov](mailto:connecthelp@sco.ca.gov)
  - Cal Employee Connect Feedback Email [connectfeedback@sco.ca.gov](mailto:connectfeedback@sco.ca.gov)
- **SCO Key Initiatives:**
  - Cal Employee Connect Project
  - California State Payroll System Project

## CUSTOMER RELATIONS:

Please send suggestions to our HR Suggestions Inbox at [PPSDHRSuggestions@sco.ca.gov](mailto:PPSDHRSuggestions@sco.ca.gov)

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