



## Ad Hoc Committee on Human Resources

July 2021

### SCO KEY INITIATIVES: PROJECT UPDATES

#### Cal Employee Connect (CEC) – SCO – Grant Boyken

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

- Connect HR "Shadow" feature (allows departments to query CEC on behalf of employees) deployed to 16 CSU campuses and 66 civil service entities.
- June 24 (today) Connect HR file upload feature deployed as a pilot. Will allow HR staff to upload files and forms directly.
- CEC team continues to work to deploy Connect HR to departments who have not yet submitted user information and IP addresses.

#### California State Payroll System (CSPS) – SCO – Bill Harrigan

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

- 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:
  - Developing Solicitation Documents – SOW/RFP
  - Procurement activities for SFY 21/22 in progress
  - Data Cleansing Strategy Planning (DCSP) sessions
  - Continuing to initiate engagement with BPO
- Recent Progress:
  - Proof of Concept (POC) scenario review sessions with CalHR, Business Process Owners (BPO) complete
  - Completed requirements review sessions with CalHR
  - OCM market research findings approved
- What's Next
  - Kickoff for Stage 3 Solution Development (S3SD)
  - BPO Kickoff
  - Executive Steering Committee Meeting
- Our Ask
  - Prepare to review and approve Solicitation Documents and S3SD in July or August

- Participate in “In Process” activities
- Provide SME support for questions
- Provide SME support for data cleansing sessions

## **BENEFITS ADMINISTRATION**

### **Statewide Civil Service Benefits Program – SCO – Bryce Miller**

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

- Backlog Update:
  - Program Management and Operational Readiness Assessment Project
- Benefit Updates
- Pay Differential 440 Reminder

## **Program Updates**

### **Statewide Tax Support Program– SCO – Monique Perez**

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

- W2\Miscellaneous Deductions and Tax Support Program Updates:
  - SCO no longer handles Group Legal and ScholarShare 529 forms.
  - All open enrollments and cancellations are handled directly by ARAG legal insurance company or ScholarShare 529.
  - Group Legal inquiries should go to [grouplegal@calhr.ca.gov](mailto:grouplegal@calhr.ca.gov) .
    - ScholarShare 529 inquiries should be directed to them via the instructions on the form. Ph: 1-800-544-5248 or [www.scholarshare529.com](http://www.scholarshare529.com)

### **Program Management and Analysis Bureau – SCO – Arlene Bailey**

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

- R01 Mass update defect fix for the invalid data in the days and hours that carried forward in the 606 time to be paid field.
- July 2021 Salary and Employment History Changes

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

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

- New Process to Submit Direct Deposit Enrollment Data

### **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 to the PPSDTempOps@sco.ca.gov mailbox.
  - This inbox is not for questions or inquires.
- Include your name and email on all documents submitted to the SCO.

- Submit one email for each specific program area.
- Utilize secure email to send documents rather than fax or mail.
- Include the complete social security number (SSN) when sending documents through secure email.
  - CEC – Do not send the full SSN to Connect HR
- 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 SURVEY:

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

*Disclaimer: This publication is intended for reference only. It does not supersede current applicable laws or regulations, and it is not intended for purposes of providing legal advice.*