

Minutes

HCM Users Group Spring Quarter Meeting 2025 [Zoom only]

Attendees: 84 virtual

February 10th, Tuesday

Meeting called to order at 9:00 AM.

OFM/SHR changes for PFML by Brittany Trujillo. Starting Jan. 1, 2026 legislative changes enhance job protections, ensures continued health coverage, makes it easier for PFML and federal FML to run concurrently, and reduces eligibility criteria.

Retirement Fields by Agnieszka Pederson, SBCTC. The Benefit Administrators use this page to capture employee's retirement plan choice date for PERS, TRS and document retirees who return to work.

QRG: <https://ctclinkreferencecenter.ctclink.us/m/79717/l/1057653-retirement-fields>

Retiree Return to Work Reporting Cheat Sheet from DRS https://www.drs.wa.gov/wp-content/uploads/2021/07/RRTW_Higher_Education_Reporting_Chart.pdf

HCM Business Information

- Treasurer Report – Kelly Opdyke (Pencol)
- Fall Meeting Minutes –The minutes were approved as distributed.
- New Business – Spring conference will be at WWCC and fall will be at Bates.
- Advisory Representative Reports
 - DRS Liaison – Lisa Espedal (SBCTC) New DRS rules for retirees. UCP letters must be sent for values over \$50 in 2026. Enter paycheck reversals now before year end.
 - HCA Liaison – Pam Kelly (SBCTC)
 - BAR Liaison – Rachel Russell (WWCC) BAR quarterly meeting is Feb 19th. At 1:15 there is a presentation on the CTCLink Accounting Manual. Section 40.90 covers payroll liabilities, deductions, shared leave and more.
 - HRMC Liaison – Joy Anglesey (Centralia)

Open discussion – Topics included benefit reporting for retirees Return to Work, How benefits staff verify transfer of benefits when employee transfers, SEBB/PEBB dual enrollment uses SB1 and waives, Company Seniority Date should reflect original hire date if employee changes positions, break in service restarts leave accrual seniority. Company date is original hire date, seniority date is start of position. Query shows who made Job Data changes QHC_HR_JOB_DATA_CHANGES, labor law posters are needed in every building, Continuing Ed PTFs paid through FWL, Metalink offers a searchable excel list of queries, HR visa data can be queried with QHC_PY_Fed_Tax Exempt, Views for employee leave balances, SWB for cyclical employees causes hours to be “rejected” on time reports, HCA recon for prior years.

Next meeting. Spring Conference, May 7 & 8, 2026 will be at WWCC. Fall conference will be at Bates. Fall dates TBD.