

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

DATE: July 27, 2020

PAYROLL LETTER #20-015
(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Jil Barraza, Chief
Personnel and Payroll Services Division**RE: CANCELLATION OF FLEX ELECT CASH BENEFITS**

On June 19, 2020, SEIU and the California Department of Human Resources (CalHR) reached collective bargaining side letter agreement 20-020 ([CalHR Bargaining / Contracts](#)). Provisions state that for the period from July 1, 2020, to June 30, 2022, employees that are eligible to receive the \$260 cash payment will no longer be eligible for the FlexElect Cash benefit Option.

The State Controller's Office (SCO) will cancel the Flex and Coben cash for employees that are eligible for the civil service pay differential 440 and exempt pay differential for the July 2020 pay period. Exceptions noted in the special processing instructions below. Please reference the Pay Differentials for additional information on eligibility criteria using the following links: [CalHR Pay Differentials](#) and [CalHR Exempt Salary Schedule](#).

SPECIAL PROCESSING INSTRUCTIONS

Departments will be responsible for submitting Flex Elect Cash benefit cancellations forms STD. 701C or STD. 702 for employees on Disability/Military Leave and employees that are in the following categories:

<u>Tenure</u>	<u>Time base</u>
Permanent	Part-Time - less than half-time (if more than one position combined is half-time or more)
Permanent	Intermittent (PI) – 480 or more paid hours/Control Period (or 960 paid hours in two consecutive Control Periods to qualify to continue coverage)
Limited-Term (more than 6 months)	Part-Time - less than half-time (if more than one position combined is half-time or more)
Temporary (more than 6 months)	Part-Time - less than half-time (if more than one position combined is half-time or more)

Departments will be responsible for processing any eligible employee not captured in the mass cancellation process, and for monitoring and processing ongoing eligibility per the pay differentials for all employees.

PAYROLL ADJUSTMENTS

Departments will need to submit form STD. 674 A/R to request adjustments for the following payments that have issued for the July 2020 pay periods:

- Regular pay
- Industrial Disability Leave (IDL)
- Temporary Disability (TD)
- Nonindustrial Disability Leave (NDI)
- State Disability Leave (SDI)
- LC 4800

For additional questions regarding this letter, please use the following contact information:

<u>SUBJECT AREA</u>	<u>CONTACT</u>	<u>TELEPHONE NUMBER/EMAIL</u>
Program Administration (e.g., rules, regulations, benefits/pay impacts)	Personnel Services Branch CalHR	(916) 323-3343
General Payroll Procedures Disability Payroll Procedures Employment History Procedures	Statewide Customer Contact Center SCO	(916) 372-7200
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

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