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

DATE: September 05, 2024 PAYROLL LETTER #24-009

(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Lisa Dean, Acting Chief

Personnel and Payroll Service Division

RE: 2024 FLEXELECT REIMBURSEMENT ACCOUNT PARTICIPANTS – ONLINE REPORT

The State Controller's Office (SCO) is providing departments with a listing of FlexElect Reimbursement Account participants for 2024, who will be required to re-enroll during the 2025 open enrollment period. The current departmental procedures should be followed to notify participants. This report can be found on ViewDirect and Mobius View Under report ID PDC6055R and report name, "EES ENROLLED IN 2024 FLEXELECT REIMBURSEMENT ACCOUNTS." This listing will remain on ViewDirect and Mobius View for 90 days. Entries on the report are sorted by agency, unit, and Social Security Number. Departments with no affected employees will have no data listed under the report ID. This is an annual report that reflects only the current year participants, and a hard copy will not be provided to departments.

Only personnel staff authorized to access ViewDirect will be able to view and print this listing from either ViewDirect or Mobius View. For more information on accessing and printing ViewDirect reports via ViewDirect, please see the <u>ViewDirect User Manual</u> on the SCO website. For more information on accessing and printing from <u>Mobius View</u>, please visit the <u>Mobius View Tutorial</u>.

For questions regarding this report, please contact the Deductions Program at (916) 322-7968 or deductionsprogram@sco.ca.gov.

For additional questions, please use the following contact information:

Contacts:

- Affordable Care Act (ACA) Email ACASupport@sco.ca.gov
- Cal Employee Connect (CEC) Help and Feedback
- ConnectHR Help and Feedback
- California Leave Accounting System (CLAS) Email CLAS@sco.ca.gov
- CS Escalation Email (HR Supervisors and Managers) PPSDOps@sco.ca.gov
- Decentralized Security Administration (DSA) & ViewDirect Access (916) 619-7234 or DSA@sco.ca.gov
- HR Suggestions Email (All HR Staff) PPSDHRSuggestions@sco.ca.gov
- Management Information Retrieval System (MIRS) Email PPSDMIRS@sco.ca.gov
- Statewide Customer Contact Center (SCCC) (916) 372-7200

SCO Key Initiatives:

- Cal Employee Connect
- California State Payroll System Project

Websites:

- <u>HR</u>
- State Employees

LD:MV:PMAB