



# Ad Hoc Committee on Human Resources Forum

Presented By: Nastassja Johnson

State Controller's Office/Personnel and Payroll Services Division

Office of State Controller Malia M. Cohen

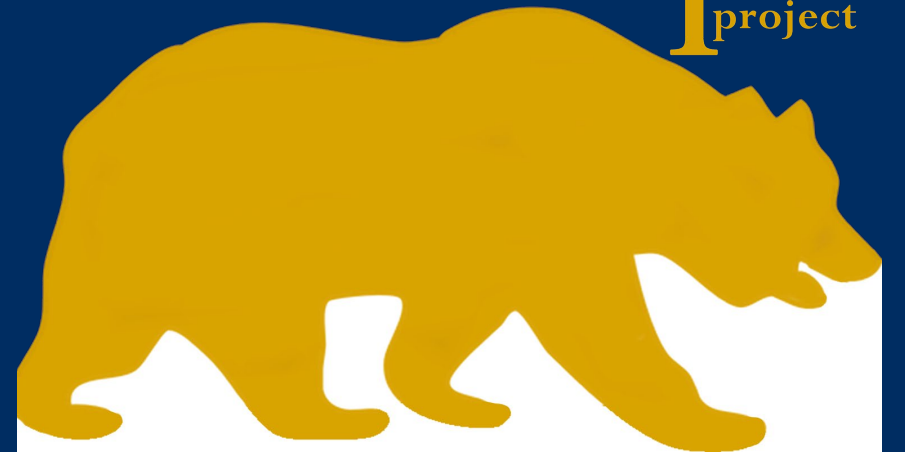
July 25, 2024

# CSPS Project Update – July 2024

Presenter: Taras Kachmar

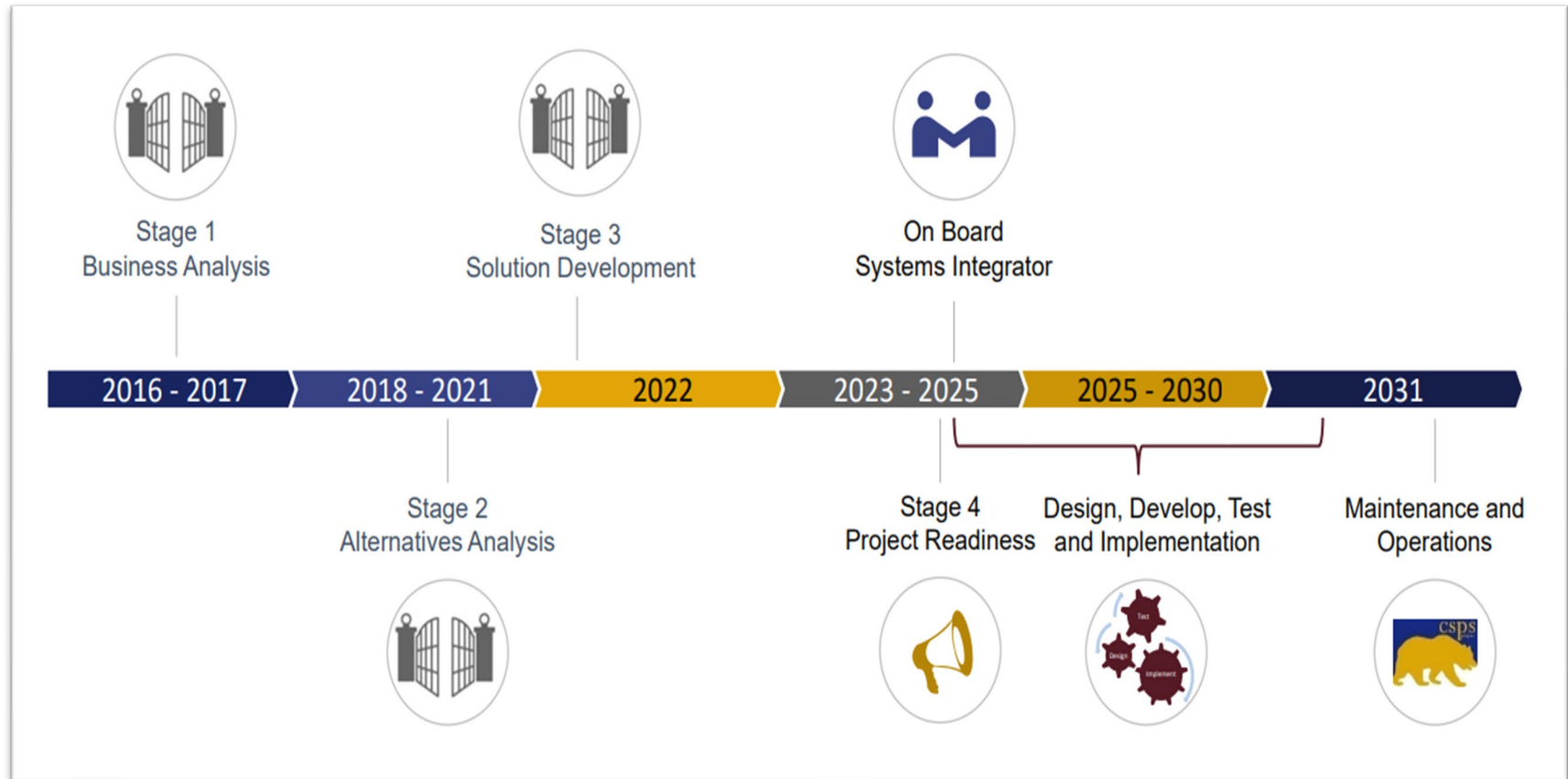
Contact: [CSPSHelp@sco.ca.gov](mailto:CSPSHelp@sco.ca.gov)

CSPS  
project



# Project Information:

- **Objective:** To modernize and integrate the State's Human Resource and Payroll systems
- **Goals:** Manager and Employee Self-service, Reduction in manual/paper submissions, Improved reporting capabilities, Efficiencies in processes/workflow



## Project Scope:

- CSPA has defined six (6) Main Business Capabilities (MBCs) to be in-scope of the project.
- Taking a deep dive into each of the six (6) MBCs for the CSPA Project.
- Today we will be covering information on the Benefits Administration MBC.



# Benefits Administration

Benefits Administration consists of:

- Health, dental, and vision
- Savings and reimbursement plans
- Life insurance options
- Consolidated Omnibus Budget Reconciliation Act

CSPA has also developed business requirements to ensure that benefit eligibility, dependent verification, and sharing of data between SCO and benefit carriers is automated in the new system.



**Benefits  
Administration**



## Status Updates

- **Procurement Team** held Phase 2 vendor demonstrations and are now evaluating received submittals.
- **Technical Team** is working on Excel export enhancements for Employee and Payment History.
- **OCM's Agency Change Experts** are working with departments to complete the Interface Validation assignment.
- **Functional Team** has been working with OCM on answering interface questions from departments.

Take our quick survey

Check the chat for the link





# Statewide Benefits Program

Presenter: Ryan Baughman

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

## 2024 Open Enrollment is Coming!

- Enrollment Dates for Employees: September 16 to October 11

## August 1, 2024 – Transaction Specialists' Educational Forum (TSEF)

- Most of the content for this forum will be Open Enrollment related. Topics include:
  - Demonstrations of filling out/auditing forms
  - Common errors and how to avoid PR250 Irregularity Notices (dings)
  - Where to find key resources
  - Tips and tricks for a successful Open Enrollment season

***Please encourage your staff to attend!***



# PPSD General Reminders

- Remind HR staff to use ConnectHR to submit documents or upload data
- Update [California Personnel Office Directory \(CPOD\)](#)
- The [PPSD Register](#) – PPSD’s Monthly Newsletter
- Recommended [subscriptions](#)
- Review Communication from State Policy and Instructional Departments for Business Process impacts
- Review personnel and payroll reports to ensure accuracy of data
- HR offices calling the [Statewide Customer Contact Center](#) (916-372-7200) must listen to the prompts carefully and patiently to select the appropriate program area who may best assist with their inquiry.
- [SCO Weekly Processing Dates](#)
- [Escalation Email Process](#)
- Share this information with your Human Resources Team!



# SCO Resources

## Websites:

- Human Resources (HR) [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)

## SCO Key Initiatives:

- [SCOConnect](#)
- [California State Payroll System Project](#)

## Contacts:

- Affordable Care Act (ACA) Email [ACASupport@sco.ca.gov](mailto: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](mailto:CLAS@sco.ca.gov)
- CS Escalation Email (HR Supervisors and Managers) [PPSDOps@sco.ca.gov](mailto:PPSDOps@sco.ca.gov)
- Decentralized Security Administration & ViewDirect Access (916) 619-7234 or [DSA@sco.ca.gov](mailto:DSA@sco.ca.gov)
- HR Suggestions Email (All HR Staff) [PPSDHRSuggestions@sco.ca.gov](mailto:PPSDHRSuggestions@sco.ca.gov)
- Management Information Retrieval System (MIRS) Email [PPSDMIRS@sco.ca.gov](mailto:PPSDMIRS@sco.ca.gov)
- [Statewide Customer Contact Center \(SCCC\)](#) (916) 372-7200



# Take Back Questions

**Question:** Due to the State Controller's Office experiencing a technical issue, does that mean staff will not see their General Salary Increase (GSI) in their July payroll?

**Answer:** We are working toward running that update as soon as possible and will do our best to run the update for July payroll.





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[Link to Speakers' Notes](#)

July 25, 2024

State Controller's Office

Personnel and Payroll Services Division