

# PERS EMPLOYER ADVISORY GROUP MEETING

NOTES

DATE: 01/23/2015 TIME: 10:00 AM-12:00 PM

PERS HEADQUARTERS

<b>TYPE OF MEETING</b>	PERS EMPLOYER ADVISORY GROUP MEETING
<b>FACILITATOR</b>	Sam Paris
<b>NOTE TAKER</b>	Christy Noble
<b>CALL IN NUMBER</b>	(877)411-9748; participant code: 510922
<b>ATTENDEES</b>	<p>Present: Steve Rodeman, PERS; Marjorie Taylor, PERS; Yvette Elledge, PERS; Sam Paris, PERS; Rich McDonald, Chemekata Community College; Dave Henderson, Linn-Benton Community College; Trudy Vidal, DAS; Linda Ely, DAS; Nancy Brewer, City of Corvallis; Ralph Wyatt, Linn County; Rob Bovett, Association of Oregon Counties; Hasina Squires, Special Districts Association; Debra Guzman, Tualatin Valley Fire &amp; Rescue; Celia Heron, City of Portland</p> <p>Phone: Olivia Meyers, Fern Ridge School District</p> <p>Guest: Elaine King, PERS; Carol Samuels, Piper Jaffray; Alison Chan, City of Medford; Michelle Morrison, Hillsboro School District</p>

**TIME: 10:00 – 10:10      TOPIC: WELCOME & INTRODUCTIONS      ALL**

<b>PURPOSE/GOAL</b>	Roundtable Introductions	
PERS Executive Director Steve Rodeman welcomed everyone to the first PERS Employer Advisory Group meeting on Jan. 23, 2015.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**TIME: 10:10 – 10:20      TOPIC: BRIEF HISTORY      YVETTE ELLEDGE**

<b>PURPOSE/GOAL</b>	Why form this group now?	
<p>It is our goal to improve communication with employers to get feedback on policy issues and/or problem solving initiatives. We believe with better feedback and collaboration, we will be more successful implementing changes having support or at least understanding from the group. There are several examples in which the communication or implementation of policy or process changes could have been more collaborative. Some examples are the recent changes to the Employer Statement and the Unused Sick Leave Policy. Another example is the OPSRP contribution start date which was presented to the EAG at this meeting.</p>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**TIME 10:20 – 10:50**

**TOPIC: DRAFT CHARTER**

**SAM PARIS**

<b>PURPOSE/GOAL</b>	Member Roles/Responsibilities Format & Frequency of meetings	
<p>PERS provided the group with a draft charter to outline roles and responsibilities. The group decided that it is the EAG member’s responsibility to effectively gather feedback on policy and procedure changes from their association or employer group. It was noted that effective information sharing and feedback will be very important throughout the planning or implementation stage.</p> <p>Main points brought up by the group:</p> <ul style="list-style-type: none"> <li>• If needed the EAG will form a subcommittee to address technical issues.</li> <li>• Set quarterly meetings to discuss policy issues.</li> <li>• Include early concerns and current issues on the quarterly agenda.</li> <li>• Remind members to check in with their association or employer group.</li> <li>• Develop an Interest Parties list for sharing information.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Propose dates for quarterly meetings for the year	Sam Paris	2/13/15
Send a roster to the Advisory Group members with contact information from each employer	Sam Paris	2/13/15
Develop Interested Parties List	Sam Paris	2/13/15

**TIME: 10:50 – 11:10**

**TOPIC: TOPICS FOR DISCUSSION**

**SAM PARIS**

<b>PURPOSE/GOAL</b>	How will agendas be determined?	
<p>The Advisory Group agreed on the following:</p> <ul style="list-style-type: none"> <li>• On the PERS Employer webpage we will post the member roster (Question – should email address of EAG members be on our website? Or a contact email of a PERS staff? (put contact information for PERS staff not the committee members) not contact information), charter, meeting schedule, meeting notes, action items, and agenda items for the next meeting (when available).</li> <li>• E-mail upcoming agenda topics of discussion to PERS, finalize agenda items about four weeks before meeting and send to group.</li> <li>• Include early on conversations and discussion items on the quarterly agenda.</li> <li>• Limit the amount of agenda topics – address additional topics via e-mail and subgroup discussions.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Post and share location of finalized meeting notes	Sam Paris	2/13/15
Request agenda items and materials for upcoming meetings	Sam Paris	2/27/15

**TIME: 11:10 – 11:25**

**TOPIC: OPSRP CONTRIBUTION START DATE DISCUSSION**

**YVETTE ELLEDGE**

<b>PURPOSE/GOAL</b>	Background
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All policy related issues should be presented to the EAG for discussion, analysis and recommended resolution. The OPSRP issue impacts all employers differently. Streamlining the communication process in one direction will eliminate redundancy and confusion. The EAG is designed to discuss complex issues and then decide how to effectively communicate these decisions to employers.

Overview of OPSRP Contribution Start Date issue: Not all employers are paying contributions when they are first due, which is the first payday following the contribution start date. The misunderstanding of the statute and possible financial impact that some employers will incur needs to be addressed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**TIME: 11:25 – 11:40**

**TOPIC: ASSOCIATION OF COUNTIES LETTER**

**ROB BOVETT**

PURPOSE/GOAL	Overview	
<p>The AOC letter was presented to the EAG for review and discussion. According to the letter, PERS language regarding the OPSRP contribution start date is unclear and presents challenges in terms of membership eligibility. It was suggested that the group propose contribution start date language similar to the Tier 1 and Tier 2 language.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**TIME: 11:40 – 11:50**

**TOPIC: POSSIBLE LEGISLATIVE SOLUTION**

**ROB BOVETT**

PURPOSE/GOAL		
<p>Employers are interpreting the OPSRP legislative language differently. Many employers have followed the law but some have not. Consistent statutory language, similar to Tier 1 &amp; Tier 2, could make it easier for PERS and employers to implement the contribution start date process.</p>		
<p>Items of interest during this discussion:</p>		
<ul style="list-style-type: none"> <li>• Consistent legislative language would eliminate/reduce future errors and confusion.</li> <li>• State of Oregon corrected data for all 2014 contributions being paid - everyone in 2014 has been fixed.</li> <li>• Find out how our employer associations want the EAG to proceed.</li> <li>• Reach out to union representatives regarding potential legislation and the impact to members.</li> <li>• As needed, request a meeting with the PERS Legislative Advisory Committee to discuss potential legislation.</li> <li>• Any proposed legislation would need a fiscal impact from PERS.</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Should AOC pursue legislation? Let Rob Bovett know	All	
Outreach: Contact LOC	Nancy	
Outreach: Contact SDA	Debra	

PURPOSE/GOAL		
The EAG agreed on the following next steps: <ul style="list-style-type: none"> <li>• Improve the current data collection process/system</li> <li>• Implementation of the statutes - advocate for a consistent resolution</li> <li>• Decide on a future implementation date when the policy should be in effect</li> </ul>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Talk to the labor groups/stakeholders	EAG	
Develop plan and options for retroactive resolution, including financial impact	PERS	2/27/15
Develop implementation plan of current statute, including the effective date	PERS	2/27/15

<b>Next Meeting Facilitator:</b> Sam Paris
<b>Next Meeting Date/ Time:</b> 4//15, 10:00 AM – 12:00 PM Propose 4/17 or 4/24

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