

From: PERS-Employer Info Services
To: PERS Employers
Date: 10/2/2009 1:56 PM
Subject: PERS: Oct 09 employer update, with "furlough" day information.

Dear PERS employer,

In this update:

- 1) **PERS "furlough" day, Friday, 16 Oct 09.**
- 2) **Contacting your Employer Service Center (ESC) account representative.**
- 3) **H1N1 contingency planning and available EDX training.**
- 4) **2009 Employer Satisfaction Survey Results.**

1) PERS "furlough" day, Friday, 16 Oct 09.

One of the responses to recession-driven budget cuts are "furlough" days for most state offices and facilities. These "furlough" days are distributed throughout the 2009-2011 biennium.

PERS will observe it's first "furlough" day on Friday, 16 Oct 09. PERS offices will be closed on that day; no staff will be present. The last EDX batch processing for the week of 12-16 Oct 09 will be done Thursday evening, 15 Oct 09; no EDX batch processing will be done Friday evening, 16 Oct 09. The EDX network will be available on Friday, 16 Oct 09, but PERS staff will NOT be available to address any network problems encountered that day. Regular business hours and services will resume 8:00 am, Monday, 19 Oct 09.

2) Contacting your Employer Service Center (ESC) account representative.

Help with EDX problems is just a phone call or e-mail away for PERS employers. Each PERS employer has a dedicated Employer Service Center (ESC) account representative available by phone or e-mail throughout the entire work day.

Find your ESC account representative by starting at the PERS employer website, www.oregon.gov/pers/emp/index.shtml On the employer website homepage, click on the "Find your ESC Account Representative" link, located under the "Find your ESC Account Representative" heading in the "Employer Resources" area. You'll find an Oregon map with each of the ESC account representative regions of responsibility, along with instructions for contacting your account representative by phone, toll-free. You'll also see e-mail addresses for each account representative.

3) H1N1 contingency planning and available EDX training.

The primary PERS mission is payment of retirement benefits. PERS H1N1 contingency planning to preserve that mission capability should be complete in the near future.

PERS staff are interested in employer preparations for any potential H1N1 onslaught. We realize that employer staff unfamiliar with EDX functions may be pressed into service with little or no training, so we would like to remind employers that EDX Basics and Intermediate Topics training is available monthly at the PERS headquarters in Tigard. Dates and times for these classes can be found by clicking on the "EDX Class Schedule and Registration" link, found under the "Employer Resources" heading on the PERS employer web page. Registration for these classes is done only online.

If training at PERS headquarters is not possible, PERS staff can present these same classes at an employer's work site. Requirements for on-site EDX classes are a minimum of 5 attendees for each class and availability of a computer lab with Internet access. Closely located employers may wish to combine

training needs if no employer has five or more individuals for EDX training. E-mail: pers-employer.info.services@state.or.us if you wish to schedule EDX training at your employer work site.

Those unable to schedule time for EDX training can take advantage of EDX self-paced training courses, available through the "[EDX Self-paced Education](#)" link located under the "Employer Resources" heading on the PERS employer website. The self-paced tutorials cover all of the basic EDX functions, and most of them can be completed in 20 minutes or less.

4) 2009 Employer Satisfaction Survey Results.

The results of the 2009 Employer Satisfaction Survey are now available through the "[2009 Employer Satisfaction Survey Results](#)" link, located in the "Employer News" area on the PERS employer website.

Best regards,

PERS Employer OCE Team

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