Thanksgiving Holidays

Because of the Thanksgiving Day holiday, Treasury, the Federal Reserve, and Oregon banks will be closed on Thursday, November 26. Customer statements and files will not be produced for that day due to the closures. In addition, ACH files sent to Treasury after the deadline on Wednesday, November 25, will be sent to the bank on Friday, November 27, and must have an effective date of November 30 or later.

Treasury—along with other state agencies—will observe the day after Thanksgiving, Friday, November 27, as a holiday. The Federal Reserve and Oregon banks, however, will be open that day. On November 27, Treasury staff will post all files received from the banks, run end-of-day cycles, create account statements, and make available all post and redeemed check files to our customers. Treasury also will process and distribute incoming and returned ACH items as normal.

Agencies that receive output files from Treasury can contact our I.T. Operations Desk at 503.378.2949 or via e-mail at ops.desk@ost.state.or.us the week of November 30 if they need to have a previously distributed Treasury output file resent.

November 27, is a valid settlement date for ACH transactions.

STAN Online Agencies

STAN Online will be unavailable from 1:00 p.m. on Wednesday, November 25, until 7:00 a.m. on Monday, November 30.

Site to Site Agencies

On November 27, Treasury will pick up and process Site to Site ACH files received by 10:00 a.m. Site to Site ACH files sent to

(Continued on page 2)
To expand our engagement with state agencies, Ellis Williams is transitioning from his role in Banking Operations to Customer Solutions. Ellis’s customer service experience in the banking industry, and his time at Treasury, will benefit our customers greatly. To fill the role of Banking Operations Coordinator, Jeremiah McClintock has joined us from the Oregon Employment Department. Prior to his state service, Jeremiah worked in the banking industry as a branch manager, coach, and recruiter at Wells Fargo.

Ken Tennies also recently joined the Finance Division as a policy analyst. Ken will help to evaluate and improve cash management programs, services, and systems while supporting state agencies and other stakeholders.

If you are interested in evaluating your business needs and available options, or have questions regarding electronic payment methods generally, contact Customer Solutions at customersolutions@ost.state.or.us.

Service Spotlight

**Wire transfer** is an electronic method of sending or receiving money both domestically and internationally. Wire transfer is a same-day transfer of funds through the Federal Reserve’s Fedwire system and is typically used when money must be transferred immediately or when transferring large amounts of money. Because of the speed and processing involved, wire transfers cost more than other electronic payment methods.

Agencies can receive wire transfers into a Treasury account at the bank and receive credit on a same-day basis. Agencies are asked to notify Banking Operations of incoming wire transfers, when possible, to assist with proper and timely credit.

Agencies also can send wire transfers via Banking Operations, subject to processing deadlines and advance notice requirements for large amounts. An agency sending wire transfers to the same beneficiary account three or more times per year should establish a recurring wire transfer to reduce costs.

If you have any questions, please contact Brady Coy at 503.378.2457.
**2021 Holiday Schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
<th>State</th>
<th>Financial Institutions</th>
<th>Federal Reserve</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1</td>
<td>New Year’s Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>January 18</td>
<td>Martin Luther King, Jr. Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>February 15</td>
<td>Presidents Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>May 31</td>
<td>Memorial Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>July 5</td>
<td>Independence Day (observed)</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>September 6</td>
<td>Labor Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>October 11</td>
<td>Columbus Day *</td>
<td>Open</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>November 11</td>
<td>Veterans Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>November 25</td>
<td>Thanksgiving Day</td>
<td>Closed</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>November 26</td>
<td>Day After Thanksgiving **</td>
<td>Closed</td>
<td>Open</td>
<td>Open</td>
</tr>
<tr>
<td>December 24</td>
<td>Christmas Day (observed) ***</td>
<td>Closed</td>
<td>Open</td>
<td>Open</td>
</tr>
</tbody>
</table>

* On Monday, October 11, 2021, while the State of Oregon will be open, the Federal Reserve and financial institutions will be closed. Treasury will not process incoming or outgoing ACH transactions on October 11, and that date cannot be used as an effective date for ACH settlement.

** On Friday, November 26, 2021, while the State of Oregon will be closed, the Federal Reserve and financial institutions will be open. Treasury will post all files received from financial institutions, run end-of-day cycles, and make available all post and redeemed check files to our customers on November 26. Incoming ACH and ACH returned items also will be processed and distributed to agencies as normal. Additionally, Friday November 26, 2021, is a valid settlement date for ACH transactions.

*** On Friday, December 24, 2021, while the State of Oregon will be closed, the Federal Reserve and financial institutions will be open. Treasury will post all files received from financial institutions, run end-of-day cycles, and make available all post and redeemed check files to our customers on December 24. Incoming ACH and ACH returned items also will be processed and distributed to agencies as normal. Additionally, Friday December 24, 2021 is a valid settlement date for ACH transactions.

**Signing & Submitting Cash Management Forms**

With many state employees working from home to support social distancing, Treasury recognizes that agencies may face challenges signing and submitting certain cash management forms. To assist agencies, we have revised our wire transfer and account transfer forms to accommodate electronic signatures. The revised forms, and instructions on how to complete them, are now available on our website.
Director of Finance  
Cora Parker  
503.378.4633

Deputy Director of Finance  
Mike Auman  
503.378.2752

Policy & Strategy Manager  
Bryan Cruz González  
503.378.3496

Cash Management Analyst  
Natalya Cudahey  
503.378.8256

Policy Analyst  
Ken Tennies  
503.373.7453

Administrative Specialist  
Kari McCaw  
503.378.4633

Banking Fax  
503.373.1179

Banking Operations Manager  
Edie Kessel  
503.373.1897

Banking Operations Coordinator  
Jeremiah McClintock  
503.378.4990

ACH File Issues  
ach.exception.notify@ost.state.or.us

Check Fraud/Stop Payments  
Check Image Requests  
Check Stock Testing  
Ashley Moya  
503.373.1944

Fed Wires/ACH Origination  
Shannon Higgins  
503.378.5043

Local Government Investment Pool  
Edie Kessel  
503.373.1897

Merchant Card/U.S. Bank  
Nikki Main  
503.378.2409

Online User  
Password Resets  
ost.banking@ost.state.or.us

Safekeeping/Debt Service  
Sherry Hayter  
503.378.2895

Customer Solutions Team  
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Analysts/Consultants  
Lyndsie DeOlus  
Heidi Lancaster  
Ellis Williams

Cash Management Improvement & Renewal Program  
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Manager  
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503.378.2457

Business Analyst  
Angel Bringelson  
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Contracted Project Manager (TEK Systems)  
David Riffle  
503.373.7864

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