

## Agenda

# HCM Users Group Fall Quarter Meeting 2023

October 26 and October 27, 2023

Meeting Location: Peninsula College, 1502 E Lauridsen Blvd. Port Angeles 98362

Location: PUB, Building J, Room 47

## Thursday, October 26

- 8:00 – 8:30 Arrival and Gathering
- 8:30 – 8:45 Welcome
- 8:45 – 9:00 HCM Business Information
  - Treasurer Report
  - Spring Meeting Notes
  - New Business
    - Advisory Reps. - DRS, HCA, BAR liaisons
    - Review Bylaws to update name change and any other potential updates
  - Ideas for Winter Meeting
- 9:00 – 10:30 HCA Training Open Enrollment & 24/7
- 10:30 – 10:45 Break
- 10:45 – 11:15 Brian Lanier (SBCTC) CTCLink update
- 11:15 – 12:15 Renee Lewis – Combined Fund Drive
- 12:15 – 1:30 lunch
- 1:30 – 2:00 HCA Balancing – Gretchen Bird (Bellevue College)
- 2:00 – 2:45 DRS Balancing – DuAnn Kenney (Centralia College)
- 2:45 – 3:00 Break
- 3:00 – 4:00 Open Discussions
  - Non-perm/perm appointments discussion – Kelley Opdyke
  - Best practices for hiring minors discussion – Kelley Opdyke
- 4:00 – 4:15 Close for the day

## Friday, October 27

- 8:00 – 8:15 Gather
- 8:15 – 9:00 Joy Anglesey (Centralia College), HRMC
- 9:00 – 9:30 Shared Leave Discussion– Payroll tracking for Finance/Grant Funded 'EE's – Tish Evora
- 9:30 – 10:00 Julie Huss SBCTC Updates
- 10:00 – 10:30 Mandy LeBlanc HCA - Wellness
- 10:30 – 10:45 Break
- 10:45 – 11:45 Q&A Session – An opportunity to ask your CTCLink system and/or process questions
- 11:45 – 12:00 Close for the day