

# Agenda

## HCM Users Group Fall Quarter Meeting 2024

Thursday, October 10, and Friday, October 11, 2024

### Meeting Location

Lake Washington Institute of Technology, West Building [W401]

\*VIRTUAL option [see Zoom information at the end of the agenda]

### October 10, Thursday

- 8:15 – 8:30 Welcome
- 8:30 – 8:50 HCM Business Information
- Treasurer Report
  - Spring Meeting Notes
  - New Business
  - Advisory Representative Reports
    - DRS Liaison – Lisa Espedal (SBCTC)
    - HCA Liaison – Pam Kelly (SBCTC)
    - BAR Liaison – Kara Spangler (Peninsula College)
    - HRMC Liaison – Joy Anglesey (Centralia College)
- 8:50 – 9:15 From DRS to SCD: The new guy has a lot to share – Jim Mendoza (Seattle Colleges)
- 9:15 – 9:45 Professional Development Courses —Corrine Taylor (SBCTC)
- 9:45 – 10:00 Break
- 10:00 – 11:30 HCA 24/7 – Larry Cade & Debbie Krumpols
- 11:30 – 12:00 Open Enrollment: What is everyone doing to prep? (Discussion)
- 12:00 – 1:30 Lunch
- 1:30 – 2:00 Global FSA Deduction Setup – HCM Customer Support (SBCTC)
- 2:00 – 2:45 HSA Spending Account Data Setup - Gretchen Bird (Bellevue College)
- 2:45 – 3:00 Break
- 3:00 – 4:00 Open Discussion suggested topics
- Talent Acquisition Management – Nguyen Chau & Bellevue HR Team
  - Compensatory Time
  - L&I Deductions and Claims
  - Enhancement requests (progress on existing ERs; how to propose ERs)
  - PFML not eligible for FML recording time best practices
  - Set up of International Student taxes and processing
- 4:00 – 4:15 Close for the day

## October 11, Friday

- 8:00 – 8:15 Gather
- 8:15 – 8:30 Validating Payroll: What methods do the colleges use? Linda Mellott (SBCTC)
- 8:30 – 9:00 Q&A Session – Ask your ctcLink system and/or process questions
- 9:00 – 9:45 TIAA – David Garrison
- Administrative Best Practices
  - PlanFocus Tips
  - Reporting Best Practices
  - Open Conversation/Q&A
- 9:45 – 10:00 Break
- 10:00 – 10:15 Position Management for PTF: How are you limiting the # of EMPL REC? (Discussion)
- 10:15 – 10:45 Out of State Taxes – Natalie Horner, Lisa Espedal, Irena Marinova (SBCTC)
- 10:45 – 11:30 Call for HCM Users Group Winter quarter agenda items/areas of focus & open discussion
- 11:30 – 11:45 Close for the day

## Zoom Information

### HCM Users Group Thursday Zoom

Time: Oct 10, 2024 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/92586005436?pwd=gC0educR4L9DU2Z4Rv4uKpgY6slx98.1>

Meeting ID: 925 8600 5436

Passcode: 168217

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Dial by your location

- +1 206 337 9723 US (Seattle)
- +1 253 215 8782 US (Tacoma)

Meeting ID: 925 8600 5436

Passcode: 168217

Find your local number:

<https://zoom.us/u/acbav6n1r7>

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Join by SIP

- [92586005436@zoomcrc.com](mailto:92586005436@zoomcrc.com)

### HCM Users Group Friday Zoom

Time: Oct 11, 2024 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/96098971083?pwd=XK6RK0t6k71j0airajMLqYj5lyUFaZ.1>

Meeting ID: 960 9897 1083

Passcode: 477381

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Passcode: 477381

Find your local number:

<https://zoom.us/u/acIIgk9tSz>

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Join by SIP

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