
Attendees

Martha Alexander	Chris Burns	Cynthia Todhunter
Mary Canales	Betty Gibson	Stacey Havel
Janna Johnson	Mia Cisneros	Debbie Morrison
Vicki Welch	Theresa Perez	Dawn Ann Wilson

Upcoming Changes

- Dependent Verification
 - Discuss use of Pending status with SBA

Discussion Items

Add To Do in Hire for Payroll Partner: No Retro Prior to Date

- Please add vote in Trello

Prevent Cancel Hire Event on 9/1

- Workday cancels Hire Events on 9/1 and replaces with OE
- May need to separate out another benefit group
- Please add examples to Trello

Change between Certified Other & Enrolling in Medical

- Proposed solution: “Waive” plan for Certified Other employees
- Possibly offering medical to Certified Other employees and use validation to prevent enrollment.
- Use a To Do step to catch out of sync employees
- Please vote in Trello

Dependents with No SSN

- How can dependents with no SSN be removed from reports
- Workday does not have any functionality to mark that a dependent is not eligible for an SSN
- Benefits Partners are not able to edit comments on SSN when no SSN is provided
- Send tickets to SBA to have comment updated

Dependents not tied to Benefits Alerts during OE

- Alert schedule is being modified to prevent sending alerts in July when OE has not finalized.
- Alerts will begin again after August 1.

OE Follow Up Emails

- Reminders are sent weekly during Open Enrollment
- Should additional email reminders be sent?
- Should separate reminders be sent with different verbiage for In Progress vs. Not Started events?

Enrollment Instructions during Open Enrollment

- More instructions may be needed to help walk people through enrollment
- Particular concerns
 - Confirm & Continue where dependents are on the second page
 - FSA enrollment

Upcoming Workday Functionality

- Cards
 - Integrate with events like Wellness Goals or Flu Shot Clinics etc.
 - Help employees meet wellness deadlines
 - “Good to Go” card when wellness is completed
 - Please add additional items to Trello

Data Change for Adjuncts to Confirm Onboarding

- Need to launch retirement questions for all
- Big problem when employee answered previously that they are participating in TRS/ORP elsewhere but are now retired or not participating
- Base schedule off calendar rather than trigger event since employees may not have a staffing event.

Comments when Cancelling OE Events

- Not able to add comments when using Benefit Event > Cancel.
- Can use Remarks to add note about reason for cancelling OE
 - Hidden
 - Not easy to find or remember to add
 - Added after the fact

Cross-Functional Items

Staffing

- Termination Reason and Secondary Reason
 - Staffing requesting impacts from Benefits working group for adding secondary reasons to termination
 - No impacts predicted

Action Items

- WDS will follow up with Loretta (Operations) on the schedule for OE reminders sent during OE