

*Information for Human Resources and Business Risk Professionals in the Colorado State Personnel System*

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**A MESSAGE FROM TOM MONTOYA, NEW DHR DEPUTY DIRECTOR**

It is my great honor to have been selected as the Deputy Director of Human Resources for the Department of Personnel and Administration. I would like to take this opportunity to introduce myself to all of you. [print or read the full article](#)

**OPEN ENROLLMENT NEARS WITH MAJOR CHANGES FOR FY09**

Open Enrollment will be April 21 – May 16. Know that DHR is finalizing the “Rates & Plans” issue of HealthLine for employees. As part of the Division’s commitment to the greening of State government, this issue of *HealthLine*, like past issues this year, will not be mailed and will be electronic only.

[print or read the full article](#)

**SITTING IS A BIG PART OF OUR LIFE & RELATED TO BIG \$\$ IN STATE WORKER'S COMP CLAIMS**

By Nick Witkowski, State Risk Management

Over the last two years, the state has accumulated a total of 731 claims pertaining to Repetitive Motion/Cumulative Trauma injuries that amounted to a whopping \$3,848,599. That breaks down to \$4,767 per claim. Repetitive motion claims are primarily upper extremity injuries...

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**LOVE 'EM OR LEAVE 'EM: A MANAGER'S ROLE IN EMPLOYEE RETENTION**

By Kimberly Berardi, C-SEAP

It's a perpetual question on how to best retain employees. There are many reasons an employee may stay with or decide to leave their job. This article will highlight several central bases and a manager's role in increasing opportunities for retention. [print or read the full article](#)

**USING THE RETIREMENT CALCULATOR TOOLS AT COLORADO457.COM**

It's easy to manage your budget in the present — at least it's relatively easy. You get the calculator out, start with your take home pay, add any other income, and then subtract the expenses, such as electricity, telephone, food and gas.

[print or read the full article](#)

**DPA'S VINITA BIDDLE DESIGNATED AS A FELLOW OF THE CENTER FOR HEALTH VALUE INNOVATION**

In March 2008, Vinita Biddle, DPA's Supervisor for the Employee Benefits Program for the State of Colorado, was chosen as a Fellow of the Center for Health Value Innovation and named one of the nation's prominent health benefits executives. The fellows included in this honor are committed to advancing value-based health design

[print or read the full article](#)

## **OPTIONS FOR DEALING WITH REINSTATEMENTS, TRANSFERS, AND VOLUNTARY DEMOTIONS WITHIN AN APPLICANT POOL**

Personnel rules do not clearly indicate how individuals eligible for reinstatement, transfer, or voluntary demotion are to be treated in selection actions. Therefore, DHR Consulting Services has been asked to clarify the issue and to communicate DHR's recommendations surrounding how to treat such candidates within an applicant pool.

[print or read the full article](#)

## **FLOOD MANAGEMENT SURVIVAL PLAN**

By Brenda Hardwick, ALCM, CPIW, State Risk Management Office

The deep Colorado snow pack this year brings the possibility of spring flooding. And since floods can happen with as little as 45 minutes warning, understanding the dangers associated with them can be the difference between life and death.

[print or read the full article](#)

## **2007 ANNUAL RISK MANAGEMENT**

### **AWARD WINNERS**

State Risk Management received a total of eight nominations for the 2007 Annual Risk Management Awards. The Awards luncheon was held January 30, 2008 and hosted by Pinnacol Assurance. The State Office of Risk Management staff takes this opportunity to congratulate all of the nominees and winners for their 2007 accomplishments. [print or read the full article](#)

## **General Announcements**

### **SB 07-137 (REGULATION OF PLUMBERS)**

#### **IMPLEMENTED 1/1/08**

During the course of tracking and analyzing proposed and signed legislation throughout each Session, occasionally DHR comes across an Act that does not directly impact the class structure but may have impact on individual departmental operations. SB 07-137 was passed by the General Assembly last session, signed into law by the Governor on 5-17-07, and took effect 1-1-08.

The change that we want to bring to your attention is the updated language added to 12-58-117, C.R.S. Specifically, the statute was updated to

include language that limits the number of apprentice plumbers to three that one licensed journey, master, or residential plumber can supervise at the same job site. Departments with plumbing positions may want to assess any impact the revised statute has on operations. Again, no changes to the class structure are necessary in response to this statutory change. Contact Travis Engelhardt with the Compensation Unit at 303-866-4252 or [travis.engelhardt@state.co.us](mailto:travis.engelhardt@state.co.us) if you have questions.

## **FINAL SALARY LID VALUES FOR FY08-09 RELEASED**

Per HB 07-1373, effective July 1, 2008, the Department must use the greater of the percentage change in the Employment Cost Index (ECI) for the preceding calendar year or the percentage change in the state's general fund appropriation in relation to the preceding fiscal year to calculate salary lid values. As the 2007 calendar year ECI change was 3.4% and the general fund increase is expected to be 6%, the Department used the general fund increase for calculating the new salary lids as shown in the following table.

	Current Salary Lid Monthly Values	7/1/08 Final Salary Lid Monthly Values
<u>General Occupational Groups</u>	\$9,112	\$9,659
<i>Medical Classes (part of HCS occupational group)</i>	\$12,288	\$13,025
<i>Senior Executive Service (part of Management class)</i>	\$11,390	\$12,073

These values will be published in the FY 2008-2009 Compensation Plan available on the DPA/DHR Web site in June 2008, to be effective July 1, 2008. Any questions may be forwarded to Travis Engelhardt at [Travis.Engelhardt@state.co.us](mailto:Travis.Engelhardt@state.co.us) or 303-866-4252.

**SENIOR EXECUTIVE SERVICE REMINDERS**

New SES performance contracts for the new fiscal year must be negotiated and signed by the SES employee and Executive Director no later than July 1, 2008. All contracts expire on June 30<sup>th</sup> and no employee shall remain in the SES position without a signed contract.

Written notice to employees of non-renewal to the SES position must be submitted by May 1. If the SES employee is not given notification of non-renewal by May 1, and no contract is negotiated and provided to the employee by July 1, the employee must be removed from the SES pay plan and returned to the management class in the state personnel pay plan. The updated SES contract form is available at [colorado.gov/dpa/dhr/pubs/jobeval\\_forms.htm](http://colorado.gov/dpa/dhr/pubs/jobeval_forms.htm). As new SES contracts are signed, please be sure to enter the negotiated salary for FY 2008-09 and the "stop" dates, typically 6/30/08, into CPPS to avoid causing SES employees' salary data to automatically revert back to the statutory lid value.

For those departments that have SES Information Technology management positions, which are expected to move to the Office of Information Technology in conjunction with Senate Bill 08-155 effective July 1, 2008, please contact Kristi Rudy at 303-866-4236 or [Kristi.Rudy@state.co.us](mailto:Kristi.Rudy@state.co.us) for guidance.

**NEW STAFF JOINS COMPENSATION UNIT**

The Compensation Unit in DHR welcomes its newest member, Karen Nazarro. Karen joins the unit from the City of Longmont and has an extensive background and experience in total compensation. Karen may be reached at 303-866-4250 or [Karen.Nazarro@state.co.us](mailto:Karen.Nazarro@state.co.us).