

Memorandum
Comments on Proposed Rule Changes Effective 1/1/2014

TO: Kathy Nesbitt, Executive Director/State Personnel Director
Department of Personnel and Administration

AND

Dana Shea-Reid, Director
State Personnel Board

FROM: Mona Heustis, Director of Human Resources
Department of Public Health and Environment

DATE: October 24, 2013

SUBJECT: Comments on Proposed Rule Changes Effective 1/1/2014

Below are my comments, questions, and recommendations regarding the proposed rule changes effective 1/1/2014. Please feel free to contact me if you have any questions or need additional information.

State Personnel Director's Administrative Procedures

5-5: Injured military service member is defined in 5-20. 5-22 defines military caregiver leave.

5-17: Can you please explain why unpaid leave will be calculated based on the monthly hourly rate rather than the annualized hourly rate?

7-8: The discussion in the HR Director's forum was that we couldn't include this language. (I believe Michelle-Brissette Mille contacted you after I brought it to her attention.)

11-9 B. 1: The paragraph begins with “Any permitted enrollment...”, so the new language should mirror 11-7 C. as both sections address open enrollment and enrollment after hiring and a qualified event.

11-12: I recommend the new language to read: Eligible dependents are primarily defined in 24-50-603 (5) and (6.5), C.R.S. and 10-16-102, C.R.S., and may be further defined in other state statutes or federal regulations.

11-12 A. 1.: Remove the “1.” in the word “opposite”.