Date: June 30, 2004

To: CSU Presidents

From: Jackie R. McClain
Vice Chancellor
Human Resources

Subject: SYSTEMWIDE CSU BENEFITS CONFERENCE

We are pleased to announce our annual information and training conference for campus Benefits staff. A draft agenda, developed after consultation with campus Benefits personnel, is attached for reference. Meeting information follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tr>
<td>August 3-4, 2004</td>
<td>Holiday Inn Capitol Plaza</td>
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<tr>
<td>Tuesday - 8:00 a.m. - 5:00 p.m.</td>
<td>300 J Street.</td>
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<tr>
<td>Wednesday - 8:30 a.m. - 3:00 p.m.</td>
<td>Sacramento, CA  95814</td>
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<td>(916) 446-0100</td>
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Meeting space is available to accommodate two employees per campus. Participants may register for the conference by completing the attached form and faxing it to Rachel Caracoza at (562) 951-4954 by July 9, 2004. Registration confirmations will be sent to participants the week of July 12.

Arrangements have been made with the Holiday Inn to hold 20 rooms at a rate of $104 per night for August 2 and 3. (The cut-off date for reservations at this reduced rate is July 11, 2004.) Participants may contact the hotel by calling (916) 446-0100. When making reservations participants should reference the CSU Benefits Conference to receive the reduced rate.

Distribution:

Vice Presidents, Academic Affairs
Vice Presidents, Administration
Associate Vice Presidents/Deans, Faculty Affairs
Director, SOSS
Human Resources Directors
Benefits Officers
Payroll Managers

(Without Attachments)

(With Attachments)
This Human Resources letter is available on the Human Resources Administration’s Web page at: http://www.calstate.edu/HRAdm/memos.shtml.

If you have any questions, please call Felice Bakre at (562) 951-4410.

JRMcC/fb

Attachments
CSU Benefit Officers’ Conference
August 3-4, 2004
Holiday Inn Capitol Plaza
Tentative Agenda

**Tuesday, August 3**

8:00 a.m. Registration/Continental Breakfast

8:30 a.m. Introductions/Overview

9:00 a.m. Benefits Update
- AB211
- FERP: Benefits, Medicare
- Long Term Disability (LTD) – Unit 6
- Maternity/Paternity Leave
- Retirement Issues
- Labor Relations Update
- Leave Program Coordination

10:15 a.m. Break

10:30 a.m. Benefits Update (cont’d)

11:00 a.m. CMS Update

Noon Lunch

1:00 p.m. Consolidated Omnibus Reconciliation Act (COBRA)
Health Insurance Portability and Accountability Act (HIPAA)

3:00 p.m. Break

3:15 p.m. Long Term Disability (LTD)

4:15 p.m. Benefits Roundtable

5:00 p.m. Adjourn
Wednesday, August 4

8:30 a.m.  21st Century Project  Don Scheppman  
State Controller’s Office

9:00 a.m.  Health Benefits  John Rice  
CalPERS

         Medicare  Chantal Neal  
CalPERS

10:15 a.m.  Break

10:30 a.m.  CalPERS (cont’d)

11:00 a.m.  Savings Plus Program  Lura Franzella  
Department of Personnel  Administration

Noon  Lunch

1:00 p.m.  Dental Program  Michelle Hamilton  
Human Resources Administration

Voluntary Programs
  • Health Care Reimbursement Account Plan/Dependent Care Account Plan (HCRA/DCRA)  
    Michelle Hamilton
  • Tax Sheltered Annuities (TSA)  
    Michelle Hamilton
  • Voluntary Life Insurance  Felice Bakre  
    Human Resources Administration
  • Open Enrollment  Felice Bakre

3:00 p.m.  Adjourn
BENEFITS OFFICERS’ CONFERENCE
AUGUST 3-4, 2004

HOLIDAY INN CAPITOL PLAZA
300 J STREET
SACRAMENTO, CALIFORNIA  95814

Conference Registration Form

Please check the date(s) you plan to attend:

Tuesday, August 3, 2004 _____  Wednesday, August 4, 2004 _____

Names:__________________________  ____________________________

Titles: _________________________  ____________________________

Phone: _________________________  ____________________________

Fax: ___________________________  ____________________________

Email:__________________________  ____________________________

Campus: _________________________

_____________________________  ________________________
Manager Approval              Date

Registration for the conference must be received by July 9, 2004.
Please fax this registration form to Rachel Caracoza at (562) 951-4954.
If you have questions regarding the conference, please call (562) 951-4411.
Thank you.