Date: June 7, 2002

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 your reference. Meeting information follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>August 6-7, 2002</td>
<td>Crowne Plaza - LAX</td>
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<tr>
<td>Tuesday - 8:00 a.m - 5:00 p.m.</td>
<td>5985 West Century Blvd.</td>
</tr>
<tr>
<td>Wednesday - 8:30 a.m. - 3:00 p.m.</td>
<td>Los Angeles, CA 90045-5463</td>
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<td></td>
<td>(310) 642-7500</td>
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</table>

Meeting space is available to accommodate two employees per campus. Participants may register by completing the attached form and faxing it to Carolyn Duckett at (562) 951-4954 by July 25, 2002. Registration confirmations will be sent to participants the following week.

Arrangements have been made with Crowne Plaza to hold 20 rooms at a rate of $84 per night for August 5 and 6. Participants are responsible for making their own hotel reservations by calling (310) 642-7500 and should reference the CSU Benefits Conference. The cut-off date for reservations at this reduced rate is July 22, 2002.
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 Pamela Chapin at (562) 951-4414.

JRMcC/pc

Attachments
CSU Benefit Officers Meeting  
August 6-7, 2002  
Crowne Plaza – LAX

Tuesday, August 6

8:00 a.m.   Registration
8:30 a.m.   Introductions/Overview
9:00 a.m.   Benefits Update
  • Part-time Lecturer benefits
  • Fee Waiver
  • Leave Program Changes
  • EGTRRA
  • Paycheck issue

10:30 a.m.   Break
10:45 a.m.   Benefits Update – cont.
  • Voluntary Life Insurance
  • Open Enrollment

11:30 p.m.   Citicorp Mortgage Program
Noon        Lunch
1:00 p.m.   Overview of CalPERS new State Retirement Handbook
3:00 p.m.   Break
3:15 p.m.   Family Medical Leave Primer
4:00 p.m.   Benefits Roundtable
5:00 p.m.   Adjourn
<table>
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<tr>
<td>8:30 a.m.</td>
<td>CalPERS Open Enrollment Presentation</td>
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<tr>
<td>10:30 a.m.</td>
<td>Break</td>
</tr>
<tr>
<td>10:45 a.m.</td>
<td>Health Benefits Enrollment Systems Update</td>
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<tr>
<td>11:30 a.m.</td>
<td>Retiree Issues</td>
</tr>
<tr>
<td>Noon</td>
<td>Lunch</td>
</tr>
<tr>
<td>1:00 p.m.</td>
<td>Savings Plus Program (Department of Personnel Administration)</td>
</tr>
<tr>
<td>1:30 p.m.</td>
<td>Dental Program Issues</td>
</tr>
<tr>
<td>2:00 p.m.</td>
<td>Benefit Communication Tools</td>
</tr>
</tbody>
</table>
Conference Registration Form

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

Tuesday, August 6, 2002 _____  Wednesday, August 7, 2002 _____

Names: ___________________________  ___________________________

Titles: ___________________________  ___________________________

Phone: ___________________________  ___________________________

Fax: ___________________________  ___________________________

Email: ___________________________  ___________________________

Campus: ___________________________

_________________________  ___________________________
Manager Approval  Date

Registration must be received by July 26, 2002. Please fax your registration form to Carolyn Duckett at (562) 951-4954. If you have questions regarding the conference, please call (562) 951-4411. Thank you.