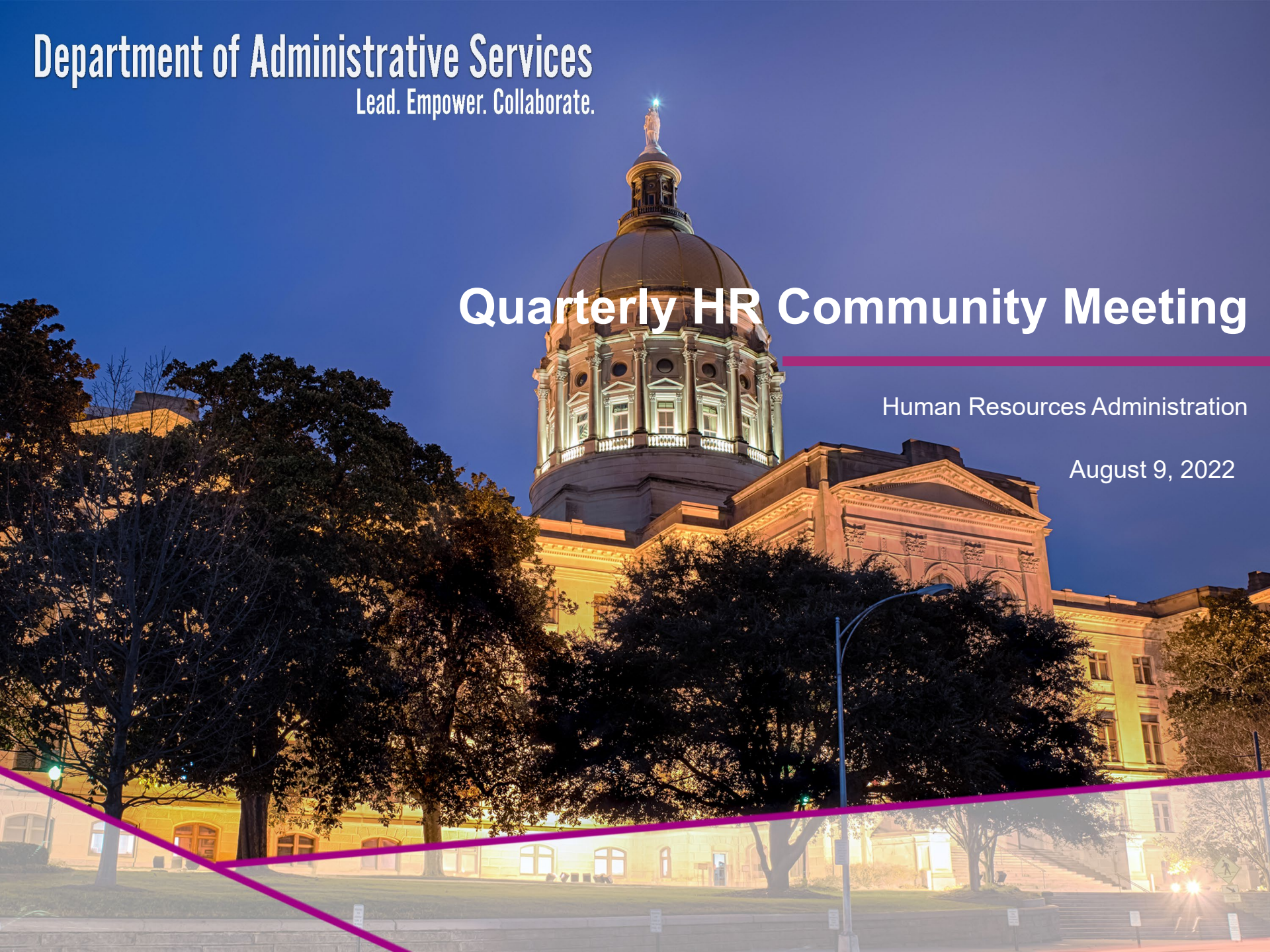


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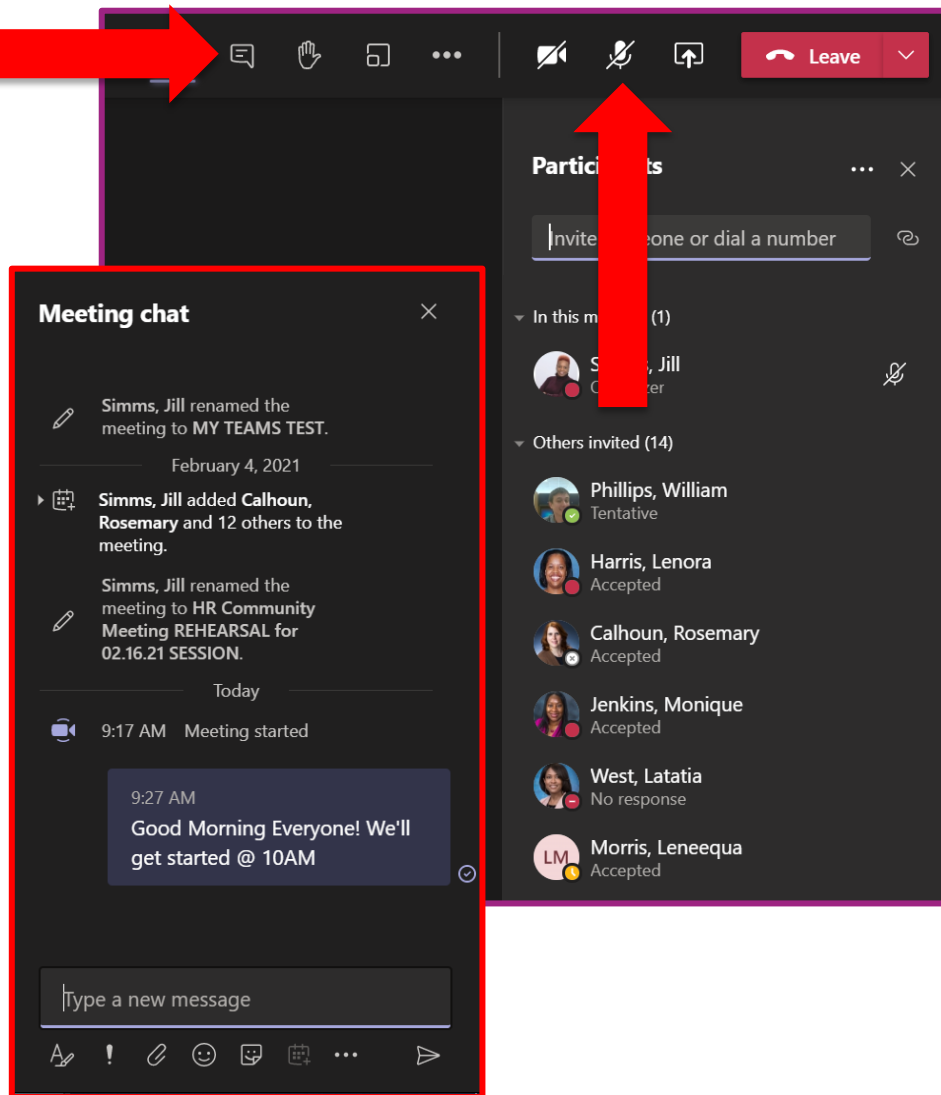
# Quarterly HR Community Meeting

Human Resources Administration

August 9, 2022



# MS TEAMS Housekeeping: Attendee Participation



## Your Participation

- You will be automatically muted when entering our meeting.
- Utilize CHAT for your questions and comments.
- Close out MS Outlook and other internet sites being accessed to support your TEAMS' connectivity.
- Recorded meeting will be provided in a post-session communication.
- Enter any tech issues that you're experiencing into CHAT.

# Department of Administrative Services

Lead. Empower. Collaborate.

Welcome

Al Howell, Deputy Commissioner

DOAS



**Quarterly  
HR Community Meeting  
AGENDA**  
August 9, 10:00am – 12:00pm  
Via MS TEAMS

# AGENDA

|               |  |   |
|---------------|--|---|
| 10:00 – 10:05 | Welcome                                | Al Howell,<br>Deputy Commissioner,<br>DOAS                    |
| 10:05 – 10:50 | Workforce Strategy<br>Initiative       | Al Howell,<br>Deputy Commissioner<br>DOAS                     |
| 10:50 – 11:05 | SAO HCM Program<br>Updates             | Fe'loy Gibbs<br>Manager, TeamWorks<br>State Accounting Office |
| 11:05 – 11:35 | Flexible Benefits<br>Update            | Leneequa Morris, DOAS   |
| 11:35 – 11:50 | Sexual Harassment<br>Prevention Update | Latatia West, DOAS<br>Tonia Nelson, DOAS                      |
| 11:50 – 12:00 | Meeting Wrap-Up                        | Al Howell, DOAS   |





# 2022 WORKFORCE STRATEGIES INITIATIVE



# What is the approach?

- Develop specific workforce development strategies and career paths for key occupation areas.
- Target job families that cross multiple agencies
- **Goal: to develop and implement strategies and programs to boost employment and interest in state jobs.**

# Who are the partners?

- The Department of Administrative Services Human Resources Administration
- The Georgia Department of Education
- The Technical College System of Georgia
- The University System of Georgia
- Carl Vinson Institute of Government
- Supported by the Office of Planning and Budget



# Priority Job Families

- Accounting
- POST Certified Law Enforcement
- Social Services Program Consultant
- IT
- Procurement

# State Workforce Strategy: Workgroup Meetings

## Meeting 1

Zoom  
3 Hours

### Discovery and Needs Assessment

- Orientation: How we will do our work.
- Discuss: What does success look like for this effort?
- Data Sharing
- Employer Input
- Education Partners Input
- Opportunities, Barriers, Aspirations

Check in with Chair and Co-chair

Poll to prioritize

## Meeting 2

*In-person*  
6 Hours

### Goals and Strategies

- Follow ups from Meeting 1
- Employee interviews
- Priority - opportunities, barriers, aspirations
- Discuss priorities
- Identify goal areas
- Develop strategies
- Revisit: What does success look like for this effort?

Check in with Chair and Co-chair

Refine goals and strategies as needed

Reality Check

## Meeting 3

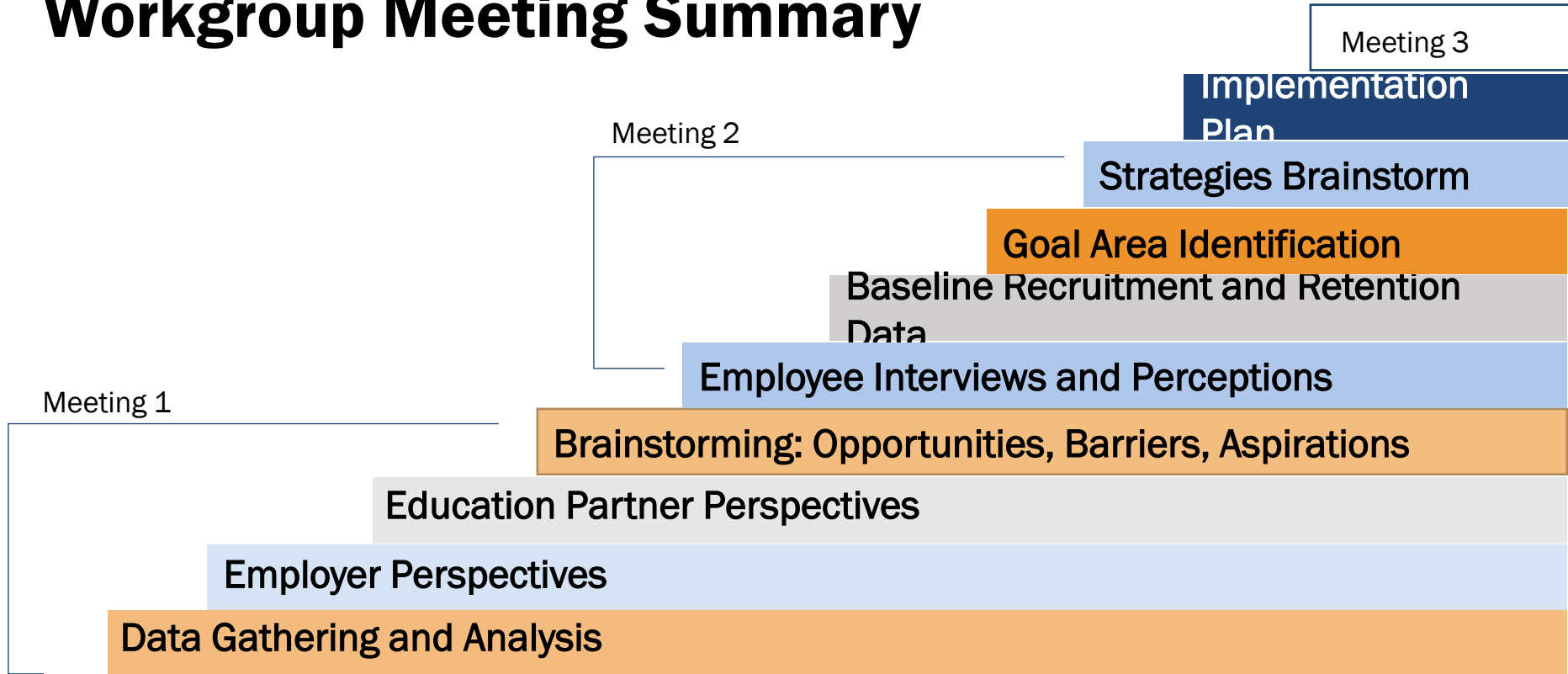
Zoom  
3 Hours

### Action Plan / Implementation

- Recap meeting 2
- Review goals and strategies
- Reconfirm priorities and indicators of progress and success
- Discuss implementation plan
- Assign projects for the next 12 months

Finalize Report and Implementation Plan

# Workgroup Meeting Summary





# Accounting Workgroup

Update



# Goal Areas

Academic  
Partnerships

Enterprise  
Careers and  
Progression

Marketing

Training and  
Professional  
Development

# Accounting workgroup short-term action items

## Academic Partnerships

- Establish a state speakers bureau for education partners
- Participate in high school and college career fairs
- Create governmental/nonprofit accounting pathways in high schools
- Partner with colleges to create governmental accounting certificate programs
- Partner with CVIOG to create on-demand training videos for entry level governmental accounting

## Enterprise Careers and Progression

- Form a standing workgroup to coordinate enterprise accounting training and workforce needs

## Marketing

- Develop videos to explain state jobs in accounting

## Training and Professional Development

- Partner with active CGFMs in state government to create a focus group to increase/encourage CGFMs certification

# Chair and Co-chair Reflections

Kris Martins, SAO, Chair

Monique Simmons, SRTA, Co-Chair





# POST Workgroup

UPDATE





# Goal Areas

Marketing and  
Branding

Enterprise  
Recruiting

Partnerships  
and  
Collaborations

Career  
Development

# POST workgroup short-term action items

## Marketing and Branding

- Learn from GDOC Pilot on how to use social media to target potential recruits
- Produce day in the life videos with newer hires and agency head interviews

## Enterprise Recruiting

- Create a career workgroup listserv to share applicants
- Provide a list of disqualifications to high school and college career centers and CTAE programs
- Make disqualifiers information available at job fairs and career days

## Partnerships and Collaborations

- Partner with GDOE CTAE for a high school career fair/summit
- Create a regional career fair with GMC, TCSG, and other higher education partners
- Create opportunities for CTAE teachers and school counselors to learn more about LE job opportunities in state government

## Career Development

- Imbed POST certification programs or PS certificate into associate and bachelor degree programs (Pilot at UWG and GMC)
- Market new HOPE career grant for law enforcement

# Chair and Co-chair Reflections

Chris Wigginton, GPSTC, Chair

John Melvin, GBI, Co-chair



# Enterprise Action Items

- Common Action Items

- Supporting workgroups with the implementation of their plan
- Developing connections with university and college career centers for internship opportunities
- Enterprise recruiting tools and sharing of information
- Tracking workgroup key performance measures

# What's Next



# Social Services, IT, and Procurement

Social Services Workgroup  
September - November

IT Workgroup  
September - November

Procurement Workgroup  
November - January







# 2022 Open Enrollment for Plan Year 2023

Begins: October 17, 2022, at 1:00 a.m. ET  
Ends: November 5, 2022, at 12:59 a.m. ET

During Open Enrollment, eligible active employees may:

- Enroll in Flexible Benefits coverage
- Change plan options and/or vendors
- Enroll eligible dependents
- Drop covered dependents
- Decrease or increase coverage tier
- Discontinue Flexible Benefits plan option(s)



## Important Notes:

- Flexible Benefits plan options, excluding the Flexible Spending Accounts (Health and/or Dependent Care) will automatically roll over to the 2023 Plan year.
- Flexible Spending Accounts do not automatically roll over. If employees want to continue their FSA(s) contributions for the 2023 plan year, they must re-enroll during this OE period.

# 2023 Flexible Benefits Program Enhancements and Changes

Effective January 1, 2023:

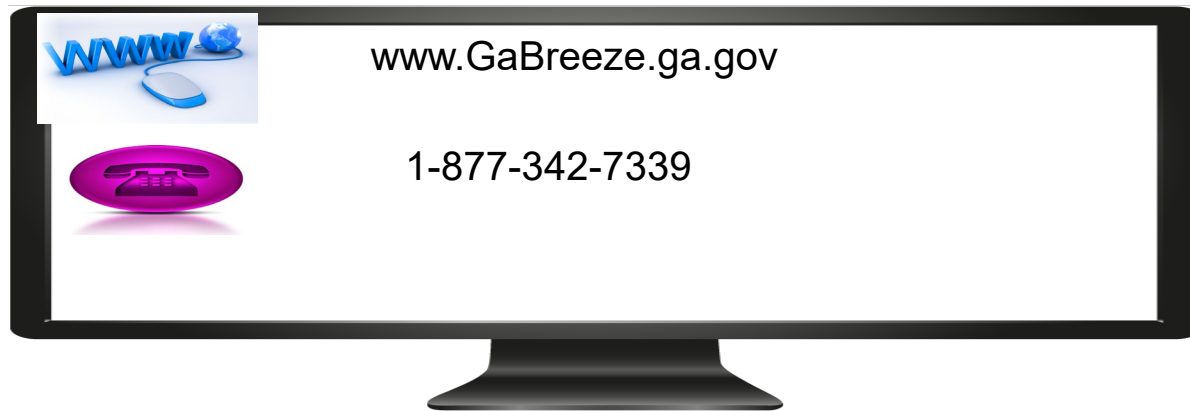
- Health Care Flexible Spending Account limit has been increased to \$2,850
- MetLife Legal Plans enhancements (**no increase in premiums**)
  - Divorce, Dissolutions and Annulment (**Select Plus and Select Premium**)
    - The \$1,000 maximum for contested divorces will be removed and replaced with coverage for 20 hours of service for contested and uncontested divorces
  - 25% Reduce Fee Benefit (**Select, Select Plus and Select Premium**)
    - Added 8 hours of attorney time for non-covered services. Note: After the 8 hours are used, the 25% reduction fee benefit will apply
- Unum's Long-Term care premiums will increase by 15% on plan options with Compound Inflation

# 2023 Flexible Benefits Plan Options

- Dental (DHMO & PPO)
- Vision
- Employee Life
- Spouse Life
- Child Life
- Accidental Death & Dismemberment (AD&D)
- Health Care Flexible Spending Account (HCFSA)
- Dependent Care Flexible Spending Account (DCFSA)
- Short-Term Disability (STD)
- Long-Term Disability (LTD)
- Long-Term Care (LTC)
- Employee and Spouse Critical Illness
- Employee and Spouse Critical Illness (Accident)
- Legal Plans

# 2023 Flexible Benefits Program Open Enrollment Resources

- In Person and Virtual Benefits Fairs
- *You Decide* Booklet, Benefits at-a-Glance, and 2023 rates
- Open Enrollment Benefit Coordinator Training – TBD
- GaBreeze Mobile App
- GaBreeze Benefits Center - Monday – Friday from 8:00 a.m. to 5:00 p.m. ET



Watch for Open Enrollment email reminders.



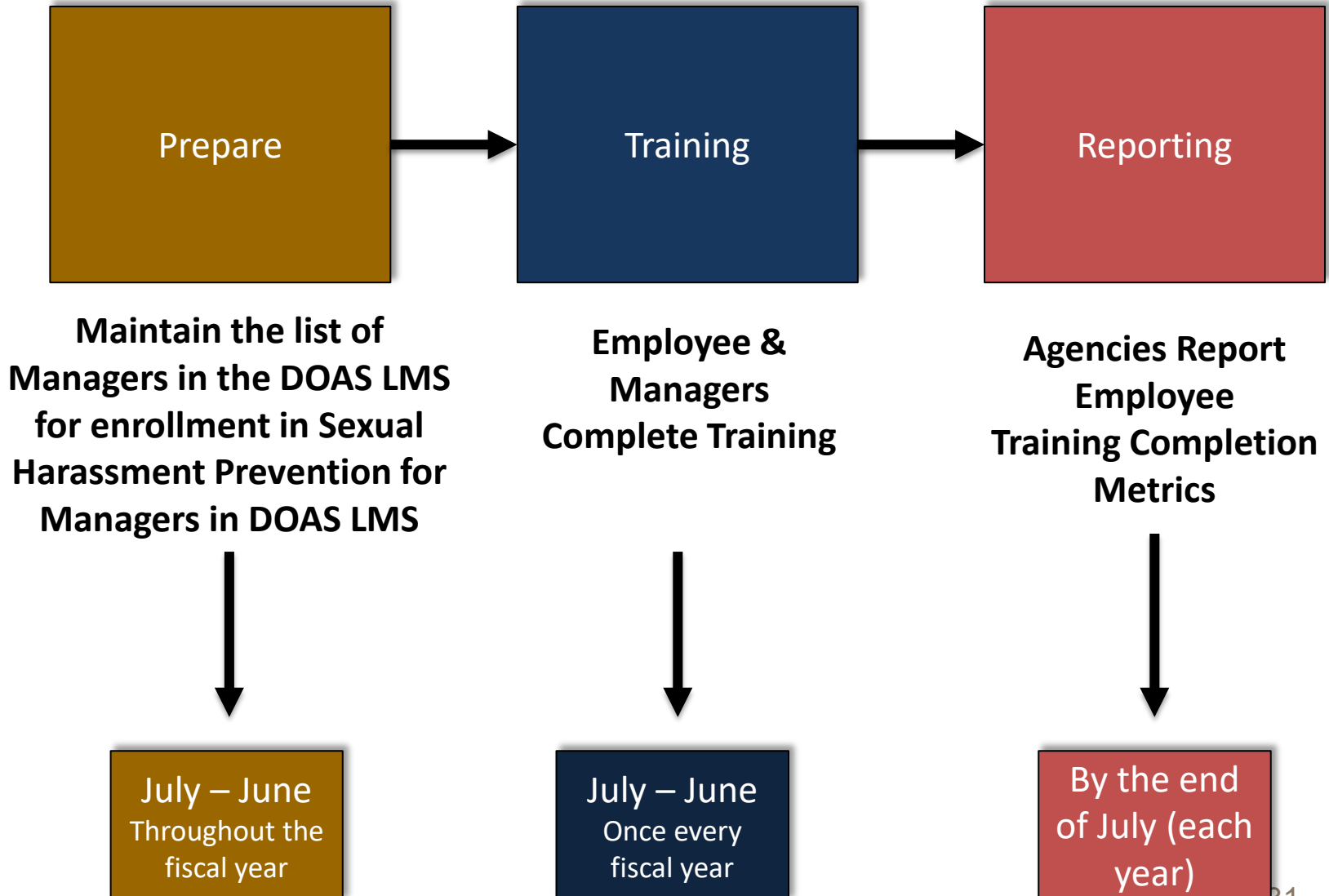
Human Resources Administration

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[HRA.Flexbenefits@doas.ga.gov](mailto:HRA.Flexbenefits@doas.ga.gov)



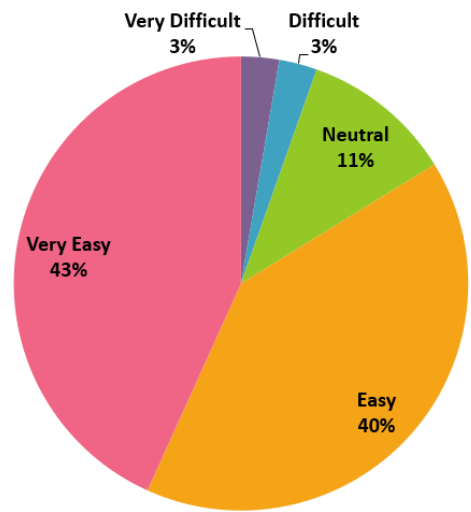
# Sexual Harassment Prevention Program Timeline



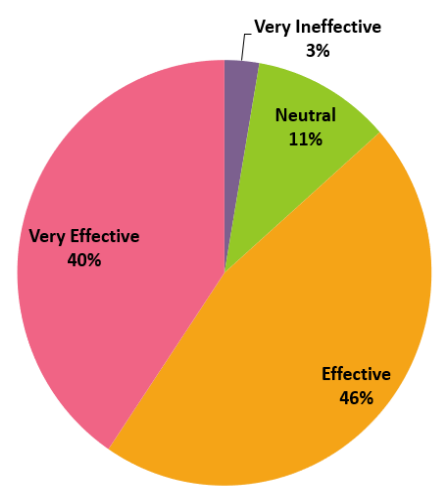
# Feedback from SHP Reporting Tool

- Supervisor/Manager training vs Employee Training
- Training delivered in DOAS LMS vs agency learning management system
- Supervisor/management designation

How easy is the process to report Sexual Harassment training data?



How effective do you think the training has been in raising awareness about sexual harassment prevention?





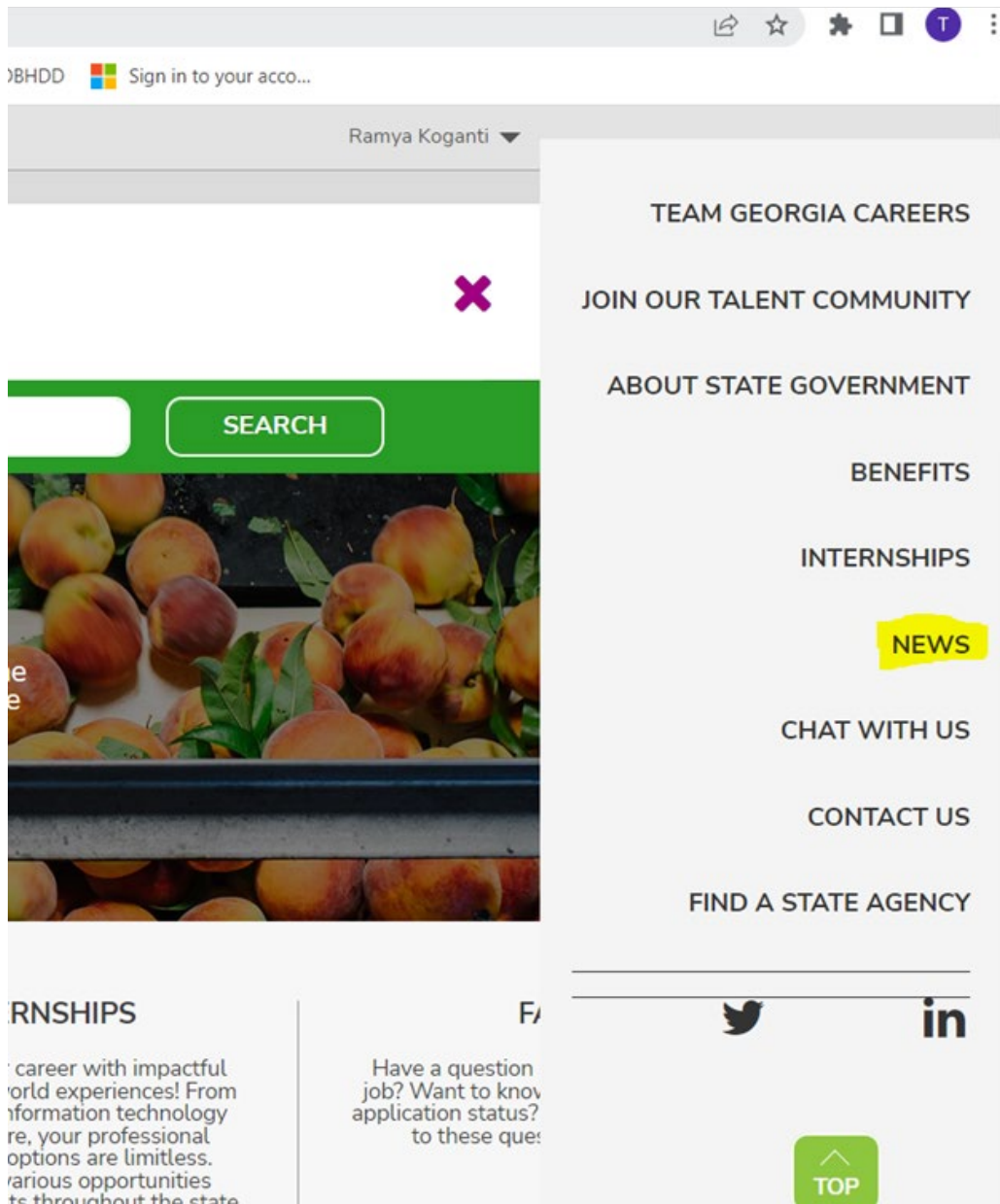


# New Social Media Accounts

- Instagram -  
@teamgeorgiacareers\_
- Facebook -  
@teamgeorgiacareers
- LinkedIn –  
Team Georgia Careers
- Twitter -  
@TeamGacareers

**FOLLOW US ON**  
**INSTAGRAM**  
**AND FACEBOOK**





# News Page on Team Georgia Careers

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# 2022 ANNUAL CONFERENCE

**Theme:** Reset. Refresh. Refocus.

**Dates:** October 5 - 7

**Cost:** \$450 Members / \$550 Non-members

**Awards:** Nomination Window Opens on 8/15/22

**Credits:** SHRM PDCs & HRCI Re-Certification Credits

**Venue:** Jekyll Island



# 2022 HR Community Meeting Dates

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- Tuesday, November 15, 2022

# 2022 Employee Benefit Plan Council/State Personnel Board Meeting Dates

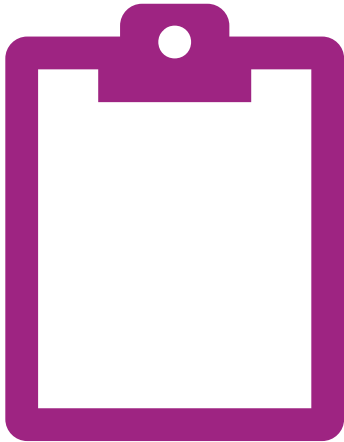
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- Tuesday, October 11, 2022

# Meeting Feedback

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Please share your thoughts on today's meeting by completing our survey:

<https://www.surveymonkey.com/r/DXYTTZR>

# Department of Administrative Services

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Questions?

