

THORITY

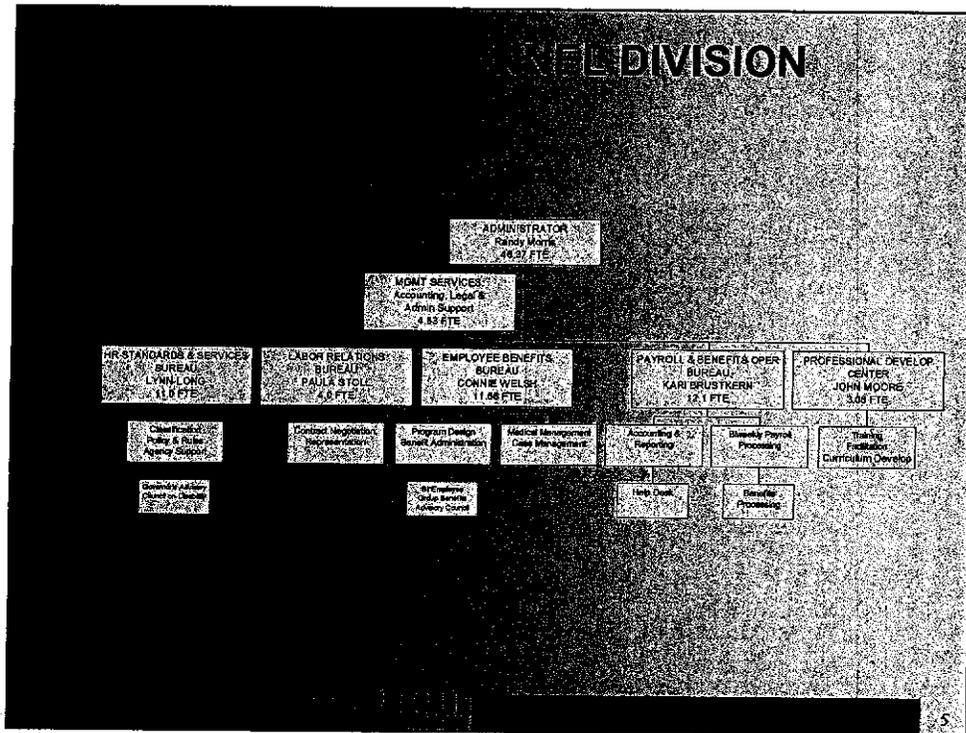
- General policy setting
- Plan
- Administration
- System
- Position
- Insurance
- Appeals
- Incentive Program
- Protection Act
- Voluntary Employee
- Plan

3

THORITY con't

- Employment Preference
- Disabilities Public
-
- Training For Public

4



STANDARDS & SERVICES BUREAU

To provide effective, efficient and
flexible systems that support
the Department in developing, and retaining
a high quality workforce.

The Bureau provides services to agencies in the areas of

- Competency development
- Recruitment and retention programs
- Employee classification
- Developing employment policies
- Compliance with legislation, best practice
- Incentives, and
- Special interest programs, such as:
 • Senior Disability,
 • Marketing Campaign, and

STANDARDS & SERVICES
SCOPE

066-066-067-068

... assistance in the area of:
... labor standards, equal
... leave administration

- ... Report
- ... Report
- ... Survey & Analysis
- ... legislation

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BUREAU

... Office in all collective
... the executive branch

... 2006/2007 pay bill (HB 13) based
... labor interests and
... funding and language

... with union representatives

... the formation of trade/craft
... services, and positive
... management

... fact-finding, unit
... Labor Practice charges

... personnel with accurate and
... demographics and performing
... unit census data

... pay projects and
... exploring such projects

8

SCOPE

- Covered in 65 bargaining organizations

9

BENEFITS BUREAU

• Provide a sound benefit package for the health, well-being, and State of Montana employees, and their families by:

- Work with input from the State Employees Council (SECBAC), ensuring that plan rules, plan allowances and funding are financially soundness.
- Assess the financial impacts of planned changes.
- Monitor legislative changes affecting employee benefits.
- Review plan features and other health benefit options.
- Administer auxiliary benefit programs for retirement, and quality-of-life.

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PLANS SCOPE

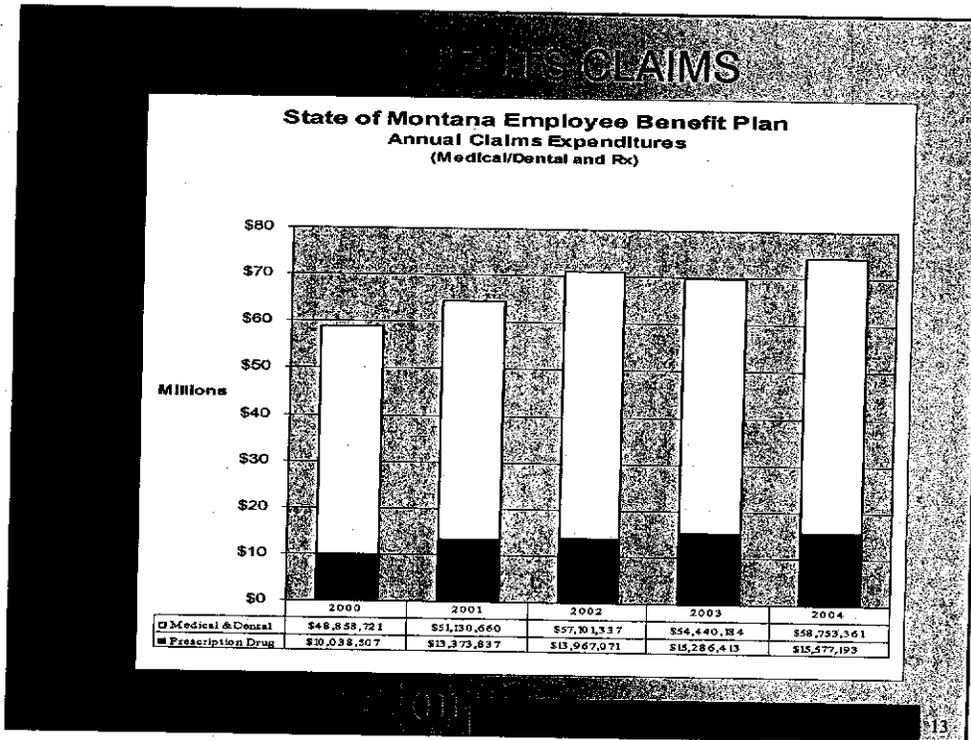
• Covering State employees (11,650),
• 13,000 dependents (17,000), and
• 400 participants (100)
• 4 Medical (4 plans offered),
• Vision coverage, term life
• Disability coverage, long-term care insurance
• Payment of insurance premiums,
• Employee Assistance Program,
• Out-of-pocket daycare (Helena site), and
• Voluntary Account (VEBA) program
• Includes per employee/retiree
• Security contracts

11

PLANS PLAN MANAGEMENT

• 7% in medical and 12% in prescription
• In 1998 the Plan grew to \$50M in annual
• Projected to grow to \$105M in
• 1999
• 67% of plan costs through HB 13
• Retirees and COBRA recipients
• State share contribution For each
• Increasing employee, dependant, and
• Increases to deductibles and/or benefit
• Maintain plan financial soundness.
• Initiatives in the prescription drug
• Pharmacy programs
• Administrative costs. Currently admin
• Expenditures which is commendable
• Administrative costs range between 14% to
• Minimum of 2 months claims
• Reserve levels by the end of

12



OPERATIONS

... timely warrants,
... in accordance with
... procedures, and
... Statewide
... and Human

... employee payroll
... and agency payment

... wage rates, taxes,
... liability, and leave
... and

... with a focus towards
... of the SABHRS

OPERATIONS SCOPE

- ... budgeting
- ... executive, legislative and judicial
- ...
- ... 20,000 electronic fund
- ... maintenance, scheduling, and
- ... through the Help Desk and
- ... grants in FY 2004.
- ... annual salary and employer paid
- ... and voluntary payroll
- ... FY 2004, and
- ... benefit enrollment changes

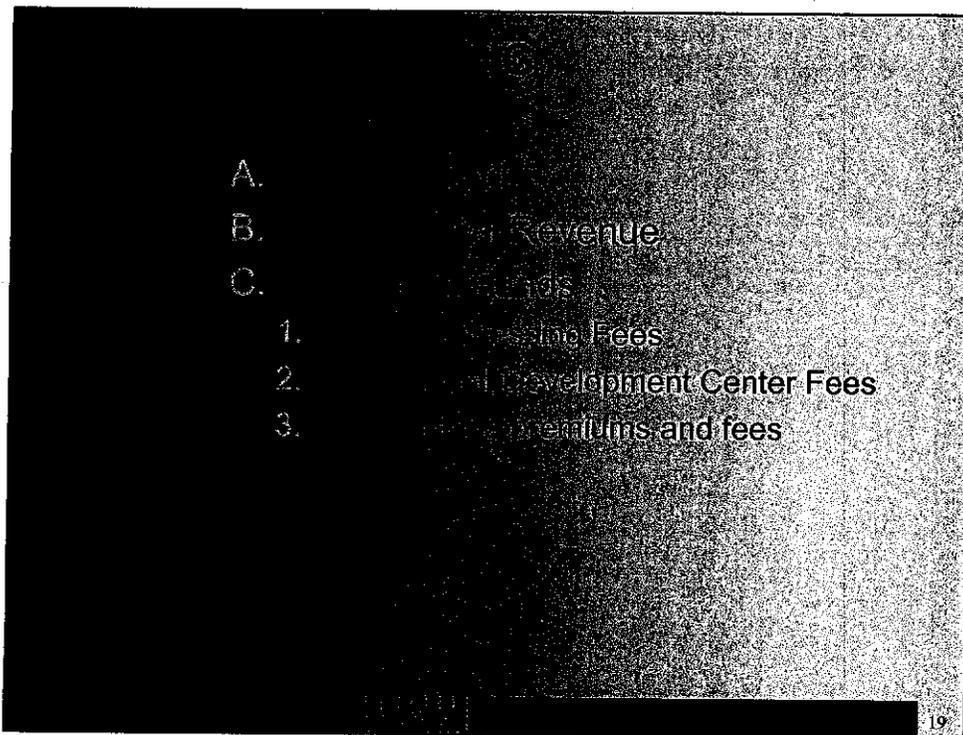
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DEVELOPMENT CENTER

- ... effective training
- ... programs to government
- ... organizations by:
- ... increased class
- ... offerings, and alternative
- ... programs and modifying
- ... to meet the needs of
- ... and
- ... clients to provide high

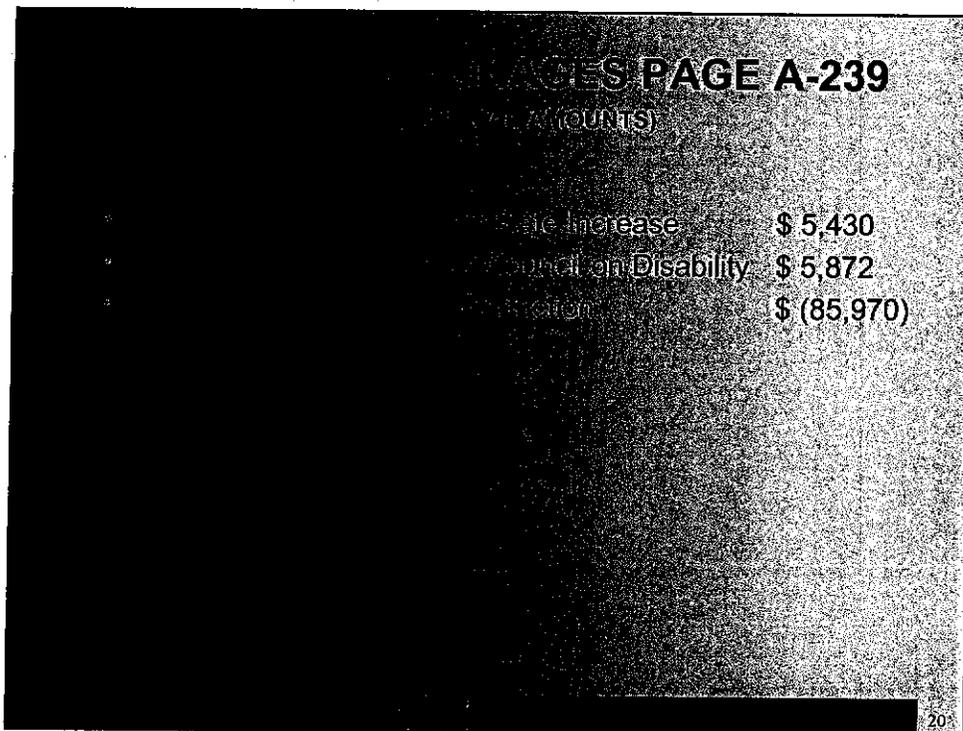
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32 agencies
have an HR
director/mgr
function



A. [Redacted]
B. [Redacted] Revenue
C. [Redacted] Funds
1. [Redacted] Fees
2. [Redacted] Development Center Fees
3. [Redacted] memberships and fees

19



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[Redacted] (COUNTS)

[Redacted]	State Increase	\$ 5,430
[Redacted]	Council on Disability	\$ 5,872
[Redacted]	[Redacted]	\$ (85,970)

20

