

8-2019

## Your HR Connection, 2019

Maine Bureau of Human Resources

Maine Department of Administrative and Financial Services

# Your **HR Connection**

*Newsletter of the Maine Bureau of Human Resources*



## **BUREAU OF HUMAN RESOURCES**

A New HR Director

Workday

Union Contracts Ratify

PFR Veterans Resource Fair

## **HEALTH & BENEFITS**

Livongo

Carrum Health

LiveHealth Online  
Wellness Champion Network

Living Resources

WellStar ME Pilot Programs

## **SERVICE CENTERS**

The DHHS Service Center Moved!

Position openings

Performance Appraisals Due Before Raises

## **NEWS**

New Employment Related Maine State Laws

Highlights from the New Union Contracts

# Announcing a New HR Director:

*"I am very pleased to announce the appointment of Breena Bissell as the Director of the Bureau of Human Resources, effective July 29th, 2019.*

*Breena has spent many years working in human resources on behalf of State employees, most recently as Director of the General Government HR Service Center. With over 30 years of State service, she has held various HR roles in multiple State agencies; and as the State's Chief Negotiator, she has successfully facilitated numerous labor negotiations. Please join me in congratulating Breena on her new role.*

*Special thanks to Holly Pomelow for taking on the challenge and serving as acting Director of BHR for the past year. Her excellent work and dedication has united the HR community around efforts for modernization, enhanced customer service, and recruitment. Holly will resume her position as Deputy Director of BHR. Thank you, Holly!*

*Breena and Holly are excited about their new partnership, and look forward to leading State Human Resources into the future."*

*- Kirsten LC Figueroa, DAFS Commissioner*



## WORKDAY IS COMING IN JANUARY 2020!

*What is Workday?*

- A centralized and standardized human resources management system (HRMS)*
- Designed for financial management, human capital management (HCM), payroll, student systems, and analytics*
- Replacing the state's legacy human resources, payroll, and other integrated systems*
- It will provide a streamline for business processes and services for nearly 12,000 current state of Maine employees*

*For updates, visit*

*<http://www.maine.gov/workday/>*

## Union Contracts Ratify!

All four unions representing executive branch employees—MSEA, AFSCME, MSLEA and MSTA—have ratified successor contracts with the State through June 30, 2021!

Please see the "News" section for highlights.



August 29, 2019  
11:00AM - 3:00PM  
Augusta Civic Center



## PFR Veterans Resource Fair

*Jess Crosby, Director of Talent Management, attended the Professional and Financial Regulations Veterans Resource Fair on Monday, June 17th. The fair had strong participation from State agencies as well as other veteran services from across Maine.*

*Another upcoming veteran event, the Hire-A-Vet Kickoff Hiring Fair, will be held this year on August 29th from 11a-3p at the Augusta Civic Center.*

# HEALTH & BENEFITS

- **Livongo for Diabetes:** This new program provides a connected meter along with unlimited strips and coaching with Certified Diabetes Educators all provided at no cost to State of Maine Health Plan members.
- **Carrum Health surgery benefit:** New no-cost surgery benefit for eligible procedures (e.g. bariatrics, joint replacement, cardiac, spine). Plan members who utilize this benefit will have access to high quality surgeons, covered travel expenses and will work directly with a dedicated Carrum Patient Care Specialist who will guide patients through the entire process.
- **LiveHealth Online,** Anthem's video visit program, is now available to Plan members at no cost! Anthem network doctors and mental health providers are available 24/7 and no appointment necessary. Just go to [livehealthonline.com](http://livehealthonline.com) or download the free mobile app to register.

Free Health Benefit for Diabetes



# WELLNESS

- **The Wellness Champion Network** is used to promote and communicate health and wellness initiatives to fellow colleagues on a monthly basis. State of Maine Employees interested in learning more about the Wellness Champion Network should contact: [WellnessNavigator@mcdph.org](mailto:WellnessNavigator@mcdph.org)
- **Living Resources** offers: Legal and Financial Information, Support and Resources, Confidential, Short-Term Counseling Services, and Work-Life Solutions. The Work-Life Solutions program has Work-Life specialists available to do research and provide qualified referrals for child and elder care, moving and relocation, college planning and much more! For more information on all Living Resources Programs see: <https://www.maine.gov/bhr/oeh/benefits/living-resources>
- **WellStar ME(Blood Pressure) Pilot Program** The purpose of this pilot is to make automated blood pressure cuffs available to employees either individually to take home for a period of time or at the worksite. The blood pressure cuffs available for this loaner program have been designated as a high quality, validated product appropriate for self-measured blood pressure monitoring per the Dabl Educational Trust. For more information please contact: [wellstar@mcdph.org](mailto:wellstar@mcdph.org)



## PERFORMANCE APPRAISALS DUE

# Your HR Service Center needs your help!



Please Ensure all outstanding performance appraisals are submitted to your HR Center, so any associated merit increases can be entered prior to the September 1, 2019 general increase!

## OPENINGS

- **GGSC Human Resources Director**

<https://mainebhr.recruiterbox.com/jobs/fk0337j/>



The DHHS  
Service Center  
Moved!

Goodbye 32  
Blossom Lane-  
Hello 109  
Capitol Street!

The DHHS HR  
Service Center  
recently relocated  
to the new Capitol  
Street Building in  
Augusta.



Visit [maine.gov/bhr/state-jobs](https://maine.gov/bhr/state-jobs) to view all current openings!

# NEWS

## New Employment Related Maine State Laws

### PL 2019 Chapter 22 (LD 170)

This law prohibits the State from including on its application forms “any questions regarding an applicant’s criminal history except when, due to the nature and requirements of the position, a person who has a criminal history may be disqualified from eligibility for the position.”

HR Memorandum 5-19 has been issued to ensure the State’s compliance with this law, which goes into effect on September 19, 2019.

### PL 2019 Chapter 35 (LD 278)

This law provides that inquiring about a prospective employee’s compensation history prior to an offer of employment that includes all terms of compensation is evidence of unlawful employment discrimination under the Maine Human Rights Act.

This law goes into effect September 19, 2019.

We expect to issue an HR Memo explaining the law. However, statewide training of HR Representatives (and of any hiring managers) regarding this prohibition will likely also be required.

### PL 2019 Chapter 436 (LD 1220)

This Law repeals certain restrictions on retired state employees returning to service. It requires that the compensation rate of a retired state employee returning to service is the same as if the employee were not a retired state employee.

We expect to issue an update to HR Memorandum 10-17 as of the effective date of the legislation (which will be September 19, 2019). This will also require updating the records of all returned retirees who, on September 19, 2019, are on 75% compensation and 5-year limit (to increase the compensation level and remove the 5-year limit). Any employee who reaches their 5-year limit prior to September 19, 2019 must be terminated in accordance with the current statute, which stays in full force and effect until September 19, 2019.

# NEWS

---

## Highlights from New Union Contracts

### Salary Increase and Schedules

All Executive Branch employees will receive a three percent (3%) salary increase, effective September 1, 2019.

Additionally, effective the first day of the pay week commencing closest to December 31, 2020, salary schedules will be adjusted by dropping the first step and adding a new last step, which is four percent (4%) higher than the previous step. Employees will remain on their current step but receive the new pay associated with it.

These pay increases were negotiated for all bargaining unit employees by the Maine State Employees Association (MSEA); the American Federation of State, County, and Municipal Employees (AFSCME), the Maine State Law Enforcement Association (MSLEA), and the Maine State Troopers Association (MSTA). The same increases are being extended to confidential and appointed employees as well.

### Benefits

In addition to these pay increases, there are many other new or improved benefits which will be included in the Collective Bargaining Agreements and in the Benefits for Confidential Employees online booklet. Some highlights include:

Maine State Government will now provide paid parental leave upon the birth or adoption of a child for the work hours that fall in the 14 consecutive calendar days beginning with and following the birth or adoption.

New employees will begin earning vacation pay at the rate of 10 hours per month (4.7 hours biweekly), which adds up to 3 weeks per year. Effective with the start of the pay week commencing closest to October 1, 2019, employees with 10 years of continuous State service will earn \$.20 per hour longevity pay, an increase from \$.0 per hour (previously longevity scale started at 15 years of service). Effective with the start of the pay week commencing closest to December 31, 2020, employees with 25 or more years of continuous State service will earn \$.60 per hour longevity pay, an increase from \$.50 per hour.

We have committed to a comprehensive review of classifications and compensation with a target completion of August 2020. State employees have a trial period of free access to State Parks during summer (non-holiday) weekdays through June 30, 2021. We will work through labor management to consider a more comprehensive approach to Child Care Reimbursement and to make recommendations to address Student Loan Repayment.