

**System Enhancement 33: 03/14/09 Release Summary (subject to change)**

**Issue Date: February 20, 2009**

**Audience: HR Offices**

Release Item	Description
<p><b>A-10 #17</b> Review all People First Letters - Make Modifications as Needed</p>	<p>Reprogram People First system generated letters with those that have been rewritten to ensure the content is accurate and clear. The following letters will be reprogrammed with this release: 30-day dependent documentation reminder, no reach, options to continue insurance benefits, 30-day reminder for new hire enrollment, cancellation due to non-payment, continuation of benefits (due to layoff), new hire employee ID, and new hire employee ID benefits only.</p>
<p><b>A-10 #18</b> Transition Plan for Scanned Personnel Records</p>	<p>All scanned personnel records will be returned to the agencies that requested their records (to be completed by 03/31/2009).</p>
<p><b>A-10 #19</b> Calculate Expected Premium Accurately After Employment Changes</p>	<p>For a given coverage month, the system will calculate an expected premium for health insurance based on the employment status for that month. The expected premium for health insurance will be based on the employment status during the previous month that provides the greatest benefit to the employee. It is important to note that the expected premium calculation is ONLY processed on Wednesday and Sunday nights. As a result of this timing, changes made will not be reflected until the next premium calculation is processed.</p>
<p><b>A-10 #31</b> End Dates in Data Warehouse</p>	<p>The end dates in the benefit views will be updated so that the information in the Data Warehouse matches the front end of People First. This view will only be available to the DMS Data Warehouse team.</p>
<p><b>A-10 #33</b> Benefit Premium History in Data Warehouse</p>	<p>Currently benefits premium history is not available in the Data Warehouse. As part of this release, the premium history will be available as a new view in the Data Warehouse. Premium history will be available for current employees and former employees. This view will only be available to the DMS Data Warehouse team.</p>

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<b>A-10 #38</b> CER Historical Files (prior to 07/07) Missing Records	Historical records in the CER Data Warehouse view (ALL_CER_EMP_REPORT) will be corrected. The CER table is a monthly load of all position and employee data for each agency as of the last day of each month and is the only method to get a snapshot in time of all agency data. This view will only be available to the DMS Data Warehouse team.
<b>A-10 #39</b> Addition of PERNR and CP IDs to Data Warehouse Benefits Table	Add Employee ID (EMP_ID) and Central ID (User_ID) to the BEN_ADDRESS_ACTIVE_SW view in the Data Warehouse. This view will only be available to the DMS Data Warehouse team.
<b>A-10 #91</b> Benefits Premium History Report	Implement a new Premium History Report within the External Reports module within People First. This report will capture the premium history for an employee for each of the benefits plans for a selected time period. Additional information related to this report will be sent out in a detailed communication prior to the 03/14/09 release.
<b>A-10 #92</b> Benefits Underpayment/ Overpayment Report	Implement a new Benefits Underpayment/Overpayment Report within the External Reports module within People First. This report will identify premium underpayment or overpayments (employee and employer) for all the benefit plans for the selected coverage month. Additional information related to this report will be sent out in a detailed communication prior to the 03/14/09 release.
<b>A-10 #96</b> Data Warehouse Stage Error/Nightly Update Error Report	Convergys will provide the DMS Data Warehouse Team with daily reports that will identify all records that were not successfully loaded into the Data Warehouse tables and views during the nightly SAP extract. The Data Warehouse Team will research and work with People First and the agencies (as appropriate) to resolve the issues with the records that did not load properly. This report will only be available to the DMS Data Warehouse team.
<b>A-10 #115</b> OPS Summary FYTD	Implement the OPS Hours Worked Tracking Report within the External Reports module in People First. Implementation of this report will replace the report that DMS currently sends out to agencies on a monthly basis. In addition to implementing as an External Report, a new Data Warehouse Materialized View will be created containing the most recent extract for this data. Additional information related to this report will be sent out in a detailed communication prior to the 03/14/09 release.

Release Item	Description
<b>A-10 #125</b> Payroll Overpayment Report	Implement a new Payroll Overpayment Report within the External Reports module in People First. This report will be used to capture regular salary overpayments by pay period for both active and terminated agency employees. Additional information related to this report will be sent out in a detailed communication prior to the 03/14/09 release.
End Date Tuition Waiver Record	Currently there is a defect in the system that creates a new tuition waiver record when the active record is end dated. This release will correct the defect and allow a tuition waiver record to be successfully end dated.
Update Retirement Benefits Information Packet	Update the web version of the retirement benefits information packet. The printed version of the information packet was updated in February 2009.
IVR: Change to Benefits Module	Update the Interactive Voice Response (IVR) to provide the employee with a recap of their insurance plans when selecting "To review your current insurance benefits press "1" within the benefits module."
Security Indicator Warning Message When Acting Upon a PAR	This is a defect related to the security indicators on employee position records. This release will correct the defect where some agencies are incorrectly getting a warning message when acting upon a PAR for an employee who never had a security indicator marked on their record. The warning message presented states "By clicking Save, you are removing this employee's protection as a former or current sworn law enforcement officer in People First. To continue, click Save". The warning message is correct when the indicator is being removed from the employee's record.
End Dates on the Recurring Pay Deduct Active View	The Recurring_Pay_Deduct_Active view data will truncate and reload in the Data Warehouse, which will send accurate begin and end dates for all recurring pay deductions.