August 2005

Institutional Pay Increase

The Board of Regents recently approved a plan presented by Dr. Blanck to award an institutional pay increase. This increase, that takes effect on September 1, 2005, awards salaried employees whose full-time equivalent salary is less than $20,000 per year a 4% pay increase and those making between $20,000 and $100,000 per year a 2% increase. An eligible employee should expect to see this increase in his/her October paycheck.

TexFlex Deadline Extended

You now have an extra 2 ½ months to incur expenses for Plan Year 2005 (PY 05) thanks to a recent ruling by the Internal Revenue Service. You have until November 15, 2005 to use your money. This ruling gave plans like ERS the option to implement an extended period – called a “grace period” so TexFlex participants have more time to use their PY 05 funds. At its meeting on June 15, 2005, the ERS Board of Trustees approved a resolution to allow this new option for TexFlex participants this plan year. If you are currently enrolled in TexFlex for PY 05 (September 1, 2004 – August 31, 2005) here is what the “grace period” means to you:

• Unused dollars in your account for PY 05 (ending August 31, 2005) may be used for eligible health and dependent care expenses incurred through November 15, 2005. (Under old rules you could use PY 05 money only for expenses incurred through August 31, 2005).
• Any dollars in your account from the plan year ending August 31, 2005 that remain unused after November 15, 2005 will be forfeited.
• Claims and documentation for eligible expenses incurred by November 15 must be submitted for reimbursement by December 31, 2005.

Reminder (Prescription Drug Program)

Costs--There is a $50 deductible per person, per plan year (Sep 1, 2005 – Aug 31, 2006), plus the following co-pays:

Local Participating Pharmacy Cost (30 day supply)
- Non-maintenance medications
  - Generic Drug Co-pay is $10
  - Preferred Brand Name Drug Co-pay is $25
  - Non-Preferred Drug Co-pay is $40
- Maintenance, long-term use medications
  - Generic Drug Co-pay is $15
  - Preferred Brand Name Drug Co-pay is $35
  - Non-Preferred Drug Co-pay is $55

Mail Order Cost for 90 day supply
- Generic Drug Co-pay is $30
- Preferred Brand Name Drug Co-pay is $75
- Non-Preferred Drug Co-pay is $120

New Applicant Tracking System

Effective September 1, 2005, HRS will implement a new applicant tracking system hosted by PeopleAdmin. The new system is designed to give departments quicker and easier access to applicants and will allow us to move toward a paperless...
process for posting vacancies and approving hiring proposals. Applicants should also find the new system more user friendly allowing them the option to cut and paste a resume, cover letter or other documents to their application. The system provides automatic feedback on the status of each application.

Holiday Schedule for FY 2005-2006

Listed below is the health science center’s holiday schedule for Fiscal Year 2006 as approved by the Board of Regents.

Labor Day*
Monday September 5, 2005

Thanksgiving Day*
Thursday November 24, 2005

Thanksgiving Holiday*
Friday November 25, 2005

Winter Holiday
Friday December 23, 2005**

Winter Holiday
Monday December 26, 2005**

Winter Holiday
Tuesday December 27, 2005**

Winter Holiday
Wednesday December 28, 2005**

Winter Holiday
Thursday December 29, 2005**

Winter Holiday
Friday December 30, 2005**

Spring Break
Thursday March 16, 2006***

**Memorial Day*
Monday May 29, 2006

Independence Day
Monday July 3, 2006**

Independence Day*
Tuesday July 4, 2006

*Holidays to be observed by clinics.
**State agencies must have enough employees on duty to conduct the public business of the agency. Employees shall be granted equivalent time off during the 12-month period following any holiday worked.
***The Health Science Center will close on Thursday, March 16th, 2006, which will allow substantial savings by being closed four consecutive days for Spring break. Salaried employees are required to use vacation or compensatory leave for this one day.

Employees may observe one or more of the following holidays or other traditionally recognized religious or cultural holidays by substituting vacation or compensatory leave for one or more of the holidays shown above or with supervisory approval by working on one or more of the holidays shown above.

Rosh Hashanah
October 4 & 5, 2005

Yom Kippur
October 13, 2005

Martin Luther King, Jr. Day
January 16, 2006

Cesar Chavez Day
March 31, 2006

Good Friday
April 14, 2006