

# PPMS User Group Spring 2023 Meeting Minutes

Friday, April 24, 2023, via Zoom (recorded)

The meeting was called to order by organizer Tish Evora, Lake Washington Institute of Technology.

## Old Business

The user group is happy to meet again. The last meeting was in 2021.

## New Business

- Spring 2021 meeting minutes were reviewed and approved.
- Treasurer Report Balance as of 4/24/2023 - \$17,562.72
- User Dues of \$100.00 were waived for the 2023 year.
- Treasurer Report approved by group.

## 2023-2024 Meeting Locations

- Peninsula offered to host the in-person Fall 2023 meeting. Tentative dates are Oct. 12-13, 2023 or Oct. 26-27, 2023.
- Winter 2024 meeting will be virtual (Zoom recording), Feb. 8-9, 2024.
- Big Bend offered to host the in-person Spring 2024 meeting. Tentative dates are May 9-10, 2024. Dates confirmed - May 23-24, 2024

## PPMS User Group Name Change

A name change was proposed by Tish Evora. "HCM User Group" was nominated by Lisa Patterson, seconded by Rachel Russell. Becky Rawlings submitted the request to HRMC for approval.

Prior updates to bylaws were reviewed by Ann Wright, Columbia Basin College.

## 2023-2024 Officer Positions (Chair, Co-Chair, Secretary, Treasurer)

- Tish Evora, Lake Washington, was nominated and approved for Chair.
- Annie Butler, Seattle Colleges, was nominated for Co-Chair.
- Kelley (Smart) Opdyke, Peninsula College, will continue as Treasurer.
- Rachel Russell, Walla Walla, will serve as Secretary (continuing for Jessica Murff).

## SBCTC Updates

Julie Huss, SBCTC Director of Human Resources

## Open Discussion

All colleges are in ctcLink. Users were invited to ask/answer questions and share how they handle HCM procedures at their colleges.

- The WA Cares exemption is entered on the Update Employee Tax Data/State Tax Data page in ctcLink. SBCTC will provide more info as we approach the start date.
- SBCTC was asked to provide more training on Absence Management.
- Sharon Kinberg, SBCTC, offered to do a training on HCA reconciling in ctcLink.

## Closing Business

A link to the meeting recording will be sent out to the User Group mail list.

Thank you to everyone who attended the meeting!