

**California Department of Human Resources  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Dependent Health Vesting for Bargaining Units 1, 3, 4, 11, 14, 15, 17, 20, and 21	<b>REFERENCE NUMBER:</b> PML 2013-031
<b>DATE ISSUED:</b> 9/16/2013	<b>SUPERSEDES:</b>

This memorandum should be forwarded to:

TO: Personnel Officers  
Personnel Transactions Supervisors  
Personnel Transactions Staff

FROM: California Department of Human Resources  
Benefits and Training Division

CONTACT: Michelle Garbato  
Health Policy Analyst  
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The purpose of this memorandum is to inform personnel officers, transactions supervisors and staff regarding the following changes to dependent health vesting provisions and adjustments to employee payroll deductions for SEIU-represented employees (Bargaining Units 1, 3, 4, 11, 14, 15, 17, 20, and 21).

**New Hires**

SEIU-represented employees who first become eligible for health benefits on or after August 8, 2013, should be placed in the 75 percent dependent health vesting contribution tier for the first 12 months of service.

Upon completion of 12 months of service, SEIU-represented employees should begin receiving the full State contribution in effect at that time.

**Existing Employees**

Effective with the August 2013 pay period:

- The State Controller's Office will place SEIU-represented employees who were receiving a 50 percent dependent health contribution on August 8, 2013, in the 75 percent contribution tier, until they have completed 12 months of service since first becoming eligible for health benefits.

- The State Controller's Office will place SEIU-represented employees who were receiving a 75 percent dependent health contribution on August 8, 2013, in the 100 percent contribution tier, if they have completed 12 months of service since first becoming eligible for health benefits.

These adjustments will first appear in the September master payroll warrant.

A retroactive adjustment will be completed for August, and will be applied in the September or October master payroll warrant.

### **Tracking and Reporting**

Departments should continue their current processes surrounding tracking and reporting of employee vesting status. Any changes in vesting status for SEIU-represented employees, including Permanent Intermittents, must continue to be reported to the State Controller's Office.

If employees have questions regarding their union agreement, they should contact their union representative directly. If personnel officers, supervisors, or staff have any questions or need additional clarification, please contact Michelle Garbato at (916) 323-0862 or [Michelle.Garbato@calhr.ca.gov](mailto:Michelle.Garbato@calhr.ca.gov).

/s/Greg Beatty

Greg Beatty, Chief  
Benefits and Training Division