

MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES

THIS ISSUE

Page 1:

- Benefits News

Page 2:

- SmartHealth
- Be safe when walking on ice and snow.

Page 3:

- Employee Recognition Reception will be on February 12, 2019
- Crimson Spirit Award

Page 4:

- Inclement Weather
- Modernization Initiative: Workday Implementation Kickoff

Page 5:

- Training & Development
- Pre-Retirement Seminar

Paydays

Thursday, Jan. 10

Friday, Jan. 25

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BENEFITS NEWS

New Medical Insurance Rates Will be Reflected on the January 10, 2019 Paycheck

With the start of a new insurance plan year, premium rates have changed for most medical plans. To view the 2019 rates, visit hrs.wsu.edu/medical-insurance.

PERS 3 Transfer Window—January 2019

PERS 2 participants who established membership prior to March 1, 2002, are eligible to switch to PERS 3 every January. To learn more about this option, visit the [DRS website](#). If you decide you would like to change plans, contact the HRS Benefits Staff at 509-335-4521 or at hrs@wsu.edu.

Benefit Refresher and Pre-Retirement Presentations

Kicking off the new 2019 year, on **February 22**, Human Resource Services and TIAA will be co-hosting Benefit Refresher and Pre-Retirement presentations. Mark your calendar, and watch next month's HRS newsletter for the location and time of the events.

- The Benefit Refresher presentation will provide an overview of the benefits package offered through WSU, and also provide information on ways to save additional monies for retirement. All are welcome to attend, regardless of what retirement plan you participate in.
- The Pre-Retirement seminar will cover the WSU retirement process, various retirement benefits, and the TIAA retirement income options for Washington State University Retirement Plan (WSURP) participants.

Questions? Please contact
Human Resource Services at
509-335-4521 or hrs@wsu.edu.



*Thompson Hall;
photo by Bob Hubner*

Another year, another opportunity to be well with SmartHealth!

What is SmartHealth?

If you are enrolled in WSU employee medical coverage through the Public Employees Benefit Board (PEBB), you are eligible to participate in the State of Washington's wellness program, SmartHealth. By participating in a variety of wellness activities, you can earn up to \$150 in wellness incentives each year. SmartHealth is easy to use on desktop or mobile devices, offers activities that people of all abilities and interests can participate in, and is completely voluntary and confidential.



After registering your account at smarthealth.hca.wa.gov, you can take the Wellbeing Assessment to automatically earn a \$25 Amazon gift card (taxable). By completing the assessment, you also receive 800 points toward your

Wellness Incentive. The Wellness Incentive provides \$125 towards your health benefits, as outlined below, once you have accrued 2000 points through various SmartHealth activities.

Did you earn a Wellness Incentive?

If you earned the Wellness Incentive in 2018 and are enrolled in a low-deductible plan for 2019 (Classic, Value, SoundChoice, or Plus), you will see this incentive applied toward your deductible in January. If you are enrolled in a high-deductible plan (Consumer Directed Health Plan [CDHP]), you will see a \$125 deposit into your Health Savings Account at the end of January. Congratulations to all who earned their Wellness Incentives!

Beyond these great financial incentives, SmartHealth helps you recognize opportunities for self-improvement. Its easy-to-use portal highlights small steps you can take to improve things like your eating, spending, self-care, and activity. You can also earn points for things you are already doing, like budgeting, taking your medications as prescribed, taking a stretch break, and so on. It's easy and fun—join us in our quest to create new healthy habits in 2019 and beyond!

Nominate
a colleague
for the
**Crimson
Spirit
Award**
[here](#).

Be safe on ice and snow— walk like a penguin!

- Point your feet out slightly, like a penguin.
- Bend your knees just a little.
- Extend your flippers to the sides.
- Take short steps or shuffle for stability.
- Walk flat footed and slowly like... you know.

Before you even leave the house, prepare for slippery conditions weather by wearing boots or shoes with traction.



Text adapted from an [Ohio State University safety brief](#).

Join the Celebration!

RSVP now for the Employee Recognition Reception

The Employee Recognition Reception will be held Tuesday, **February 12**, from 3:30 to 5:00 p.m., with a short program beginning at 4:00 p.m. This gala celebration will be held in the M.G. Carey Senior Ballroom, Compton Union Building, Pullman. Refreshments will be served and all employees are invited to attend.

The Employee Recognition Reception will honor WSU employees who reached length-of-service milestones in 2018. [Click here](#) for a list of honorees. Those with 40 or more years of service will be individually recognized during the program. Recipients of the Crimson Spirit Award in 2018 will also be individually honored during the celebration.

For those who cannot attend at the Pullman location, the reception will be hosted concurrently, with viewing parties at the WSU Everett, Spokane, Tri-Cities, and Vancouver campuses. Light refreshments will be provided at these host locations. Seating is limited at all locations.

Register now at go.wsu.edu/ERreception. Please be sure to indicate where you will join the celebration! There is no charge for this event, which is open to the entire WSU community.

Joel McChesney Receives Crimson Spirit Award

Joel McChesney, Confidential Secretary in the President's Office, is the Crimson Spirit Award recipient for December 2018.

Over the past month, Joel "has not only continued to provide his normal level of excellent support but has also stepped in and gone above and beyond." The extra effort was crucial after an unanticipated absence at a time when the President's Office was already exceptionally busy.

Joel made sure no details fell through the cracks with regard to Board of Regents meetings and events. He also shouldered many responsibilities concerning WSU football, including coordinating use of the President's box and Apple Cup logistics. Joel provided valuable support for Presidential meetings and events, as well as the December Commencement. His added responsibilities included making sure catering and staffing were in place, RSVP lists were updated and accurate, tickets and name tags were created and distributed, and Commencement commitments were met. Not only did Joel take on many, many additional responsibilities, he did so proactively and with a very positive attitude. Joel is recognized for exceeding expectations, a noteworthy extra effort, and superior service.



Joel McChesney; photo by Shelly Hanks

Inclement Weather

Faculty and staff are encouraged to be aware of the University's personnel processes for inclement weather and to be knowledgeable about the possibility of suspended operations.

The Human Resource Services website provides links to policies and procedures, as well as information about WSU snow removal and tips for safe driving. For specific information, please visit hrs.wsu.edu/resources/inclement-weather.

Other useful websites include the University's [Inclement Weather FAQs](#) and [Suspended Operations FAQs](#). WSU Facilities Services policies on winter snow removal and a list of campus areas where there is no snow removal can be reviewed at facilities.wsu.edu/SnowRemoval.aspx.

Campus alert information, including links for each campus, is available at alert.wsu.edu.

Please contact Human Resource Services at hrs@wsu.edu or 509-335-4521 with questions.



photo by Bob Hubner

Modernization Initiative: Workday Implementation Kickoff

Learn more about the University-wide rollout of the Workday software. This new system will modernize and transform the University's finance, post-award grant administration, payroll, and human resource activities.

The Modernization Initiative leadership will present a project overview including:

- Goals and Guiding Principles
- Timeline
- Change Management
- Scope
- Success Criteria
- Q&A

Kickoff events will be offered at the WSU Everett, Spokane, Tri-Cities, and Vancouver campuses during January. The Pullman kickoff will be Friday, February 1, and livestreaming will be available. **Please register early!** An Outlook invitation will be sent based on the specifics in your response.

All faculty and staff are invited to learn more about this crucial transformation. University-wide perspectives, insights, and input are critical to this effort. Contact the Modernization Initiative at modern.initiative@wsu.edu, 509-335-3955, or 509-335-3785 with any questions.

Training and Development

Featured Online Training

Achieve Productivity in your Personal Life

A busy personal life has a direct correlation with your productivity level at your job. Get control of your tasks at home, which will help your productivity level at work, making you better able to stick to schedules and meet deadlines. Reduce the stress and distractions that come from trying to juggle home and work at the same time.

In this 19-minute course, you'll explore some tips for getting yourself and your family out the door in the morning, as well as for managing areas of your life such as personal appointments, personal organization, parental responsibilities, and your health and well-being. To take this online class, click [here](#). This may require you to log into WSU's training website with your WSU network ID and password.

Featured Online Book

Hard Goals: The Secret to Getting from Where You Are to Where You Want to Be

by Mark Murphy

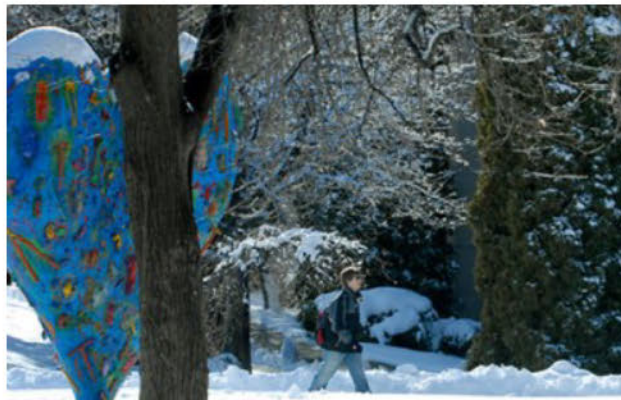


photo by Shelly Hanks

Success, and the satisfaction it brings, comes from knowing how to set goals. This book offers the hard science and practical techniques to conquer procrastination and unlock your brain's potential for realizing your goals.

To read this book, click [here](#). This may require you to log into WSU's training website with your WSU network ID and password.



Pre-Retirement Seminar

January 17, 11:00–12:30 p.m.

Monthly pre-retirement seminars are offered at Human Resource Services (room 139, French Administration, Pullman). Concurrent videoconferencing is available for other WSU locations. More information is available [here](#).

Instructor-Led Trainings (ILTs)

Click the links below for more information. This may require you to log in with your WSU network ID and password.

Purchasing Card:

New Cardholders

Jan. 3, 1:30–3:30 p.m.

WSU Strategic Plan

Jan. 8, 1:30–3:00 p.m.

Hostile Intruder Training

Jan. 10, 10 a.m.–12 p.m.

Purchasing Card:

Reconcilers and PaymentNet4 Users

Jan. 10, 1:30–3:30 p.m.

Customer Service at WSU

Jan. 22, 9:30–11:30 a.m.

WSU Online Training System: Overview

Jan. 23, 9:00–10:00 a.m.

Travel: Basic Forms and Procedures

Jan. 29, 9:00–11:00 a.m.

Purchasing Card: New Cardholders

Jan. 29, 1:30–3:30 p.m.

Questions?

Please contact
HRS Training at
hrstraining@wsu.edu.