Benefits Reminders

Addition or Loss of Coverage:
Will you or your dependents be experiencing a change in jobs that results in the loss or addition of health coverage? That may create a Special Open Enrollment event—visit https://hrs.wsu.edu/employees/benefits/benefit-changes/ for more information.

A Special Open Enrollment event allows you to make changes to some of your benefits within 60 days of the event. Act early to prevent breaks in coverage or to minimize paying premiums you may not owe.

Double Coverage:
According to Washington State’s Public Employee Benefits Board (PEBB) Program rules, enrollees cannot be double covered on a PEBB plan.

Continued on page 4
WSU Alerts: It’s Wildfire Season

There are sporadic wildfires throughout the state that could affect the air quality near you.

Visit hrs.wsu.edu/resources/inclement-weather/wildfire-air-quality-faq for information and FAQs.

If there is a wildfire near you, visit the appropriate WSU Alerts website for more information:

Everett: WSU Everett campus alerts
Pullman: WSU Pullman campus alerts or the hotline at 509-335-2345
Spokane: WSU Spokane campus alerts
Tri-Cities: WSU Tri-Cities campus alerts
Vancouver: WSU Vancouver campus alerts

Modernization Initiative Update

We are now one year away from the launch of Workday!

The Modernization Team has completed the first Prototype of Workday for WSU. If you missed the July 24 Prototype Preview event, please stay tuned for a look at Prototype 2 this October. Advisory Work Groups will review the first prototype in more detail late July through early August. Feedback from the Prototype 1 event and these review sessions will help shape Prototype 2. Prototype 2 will be used to test the system beginning in November 2019.

The Modernization Team visited campuses and the Mount Vernon Research and Extension Center this July to share project updates, demonstrate some business processes in Workday, and answer questions. We’ll be back at all the campuses again this fall.

Thank you to everyone who submitted names for the Change Network! Nominations are now closed. Modernization is working with leadership to formally appoint members, and will announce representatives for each area soon.

Check the calendar for information on future events. If you have questions about the Modernization Initiative, please visit the Modernization Initiative website or contact the Modernization Team.
Quarter Century Club Celebration
September 25, 9:00 to 11:00 a.m.

Each year, the Quarter Century Club (QCC) recognizes WSU employees with 25 years of service and current QCC members who have reached 50 years of affiliation with the University. The WSU community is encouraged to attend this celebration.

Concurrent celebrations will be held at WSU Pullman, WSU Everett, WSU Spokane, WSU Tri-Cities, and WSU Vancouver. The celebration can also be viewed in real time at experience.wsu.edu from any computer, tablet, or smart phone.

Registration will open in early August; visit qcc.wsu.edu for more information. Please contact Human Resource Services at hrs@wsu.edu or 509-335-4521 with any questions.

---

2019 New Inductees

David Lee Baker
George M. Barrington
Becky Jean Bitter
Lori Jo Bruce
Kimberly Marie Burt
Shu Cai
Roger Y. M. Chan
Michael Gordon Chapman
Monica Sue Collins
Tommie Raye Dawdy
Linda Fearn
Richard W. Finch
Susan Gill
Brian Richard Guest
Babette Marie Gundersen
Yi Jiang Guo
Kathleen Gail Hagen
Margaret Izumi Hirose
Helen Marie Hodson
David L. Huffaker
Karen Jean Lucas Jennings
Anne Margaret Kannegaard
Jacqueline King

Michael Edward Konkel
Laura E. Krueger
Patricia Kuzyk
Claire Kamm Latham
Wayne David Lechtenberg
Melissa Gail Lee
Haijun Li
Ami Marie Libey
Eric James Lockie
Gregory John Luft
Loralee Lutskas
Valerie Jean Lynch-Holm
Linda Garrels McLean
Mahaluckshmi Pama-R.
Manoranjan
Francisco Manzo-Robledo
Joann McCabe
Alaina Dawn McCully
Sarah Jean McDaniel
Kelly G. McGovern
Carol Ann Miles
Debra Lynn Nelson
Scott David Newell

Rick Paul Olexick
Christina Dawn Parrish
Kirk Arnold Peterson
John Thomas Preston
Maureen Schmitter-Edgecombe
Joy M. Scourey
Steve Simasko
David Slavit
Heather Lee Stack
Jennifer E. Steffen
Steven D. Stehr
Kenneth Eugene Sundvik
David Brian Thiessen
Steven L. Tomsovic
Michael Steven Trevisan
David Ray Turnbull
Terry Lynn Wagoner
Vicky Lee Wall
Steven Alec Weber
Nancy Louise Wehrung
Nicole J. Wood
August is National Immunization Awareness Month

“Immunizations (also called vaccinations or shots) help prevent dangerous and sometimes deadly diseases.” — Health.gov

Vaccine basics can be found at vaccines.gov and healthfinder.gov provides this information:

“It’s important to know which shots you need and when to get them…. Everyone age 6 months and older needs to get a flu vaccine every year. Other types of shots work best at specific ages or life stages.

- If you have a child age 6 or younger, learn which shots your child needs.
- Find out which shots you need as an adult.
- Use this chart for adults to see if you are up to date on your shots.
- If you’re pregnant, check out this recommended immunization schedule.”

Finally, the US Department of Health and Human Services has released a video series about vaccination across the lifespan, from childhood to old age. Topics include pneumococcal disease (pneumonia), whooping cough, and shingles. Click here for the video series.

Benefits Reminders, continued

If you are a new WSU employee but were covered on your spouse’s or parent’s PEBB plan, you have some choices to make. You may waive medical coverage through WSU to stay on your current plan, but you must enroll in your own dental plan as an employee.

New Employees:
Forms must be completed and returned to Human Resource Services (HRS) by the due dates listed on your Benefit Acknowledgement Form. If you miss your due date, you will be defaulted into medical/dental coverage, and must go through underwriting if you wish to enroll in life or disability insurance.

- Sign up for New Employee Orientations; there are ten scheduled in the first month of Fall Semester alone.
- New employees and faculty with August 16 start dates MUST return most of their benefits paperwork by September 15.
- HRS is here to help and to answer any questions. Contact HRS at hrs@wsu.edu or 509-335-4521.
- Departments are encouraged to enter new employee PERMS data as soon as possible! HRS relies on PERMS to identify benefit-eligible employees and inform them of their benefit elections and due dates.

SitterCity, Bright Horizons, and Other Family Care Services:
New to the area? Did your babysitter leave town? Check out the WSU-provided Bright Horizons portal at sittercity.com/wsu to find a qualified caregiver near you!
Learning and Organizational Development

Featured Online Learning Opportunities

**Designing a Customer Service Strategy**

There are several defining moments that can make or break a service transaction. To successfully navigate these moments, it's important to add value to a customer's experience. Creating and implementing strong, clearly defined service standards is a powerful tool for adding this value.

In this course, you'll learn to shape customer service delivery within your organization, including mapping, researching, taking action, and evaluating those pivotal moments. You'll also learn how to develop and implement customer service standards and strategies.

To take this 28-minute course, click here. This may require you to log into WSU's training website with your WSU network ID and password.

**Featured Online Book**

*17 Ways to Improve Connections with Customers* by Jeff Davidson

*17 Ways to Improve Connections with Customers* provides a program to strengthen and simplify customer relations.

Professional speaker and author Jeff Davidson discusses harnessing the power of opportune moments to practice simplification. He emphasizes the importance of simplicity and taking things in stride. He then explains key tactics such as paring down, subscribing to less, recycling, and reclaiming your places and spaces.

To read this 23-page book, click here. This may require you to log into WSU's training website with your WSU network ID and password.

Pre-Retirement Seminar: August 12, 3:00–4:30 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) this month

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

Many ILTs are concurrently available through videoconferencing.

**Coaching the Van Driver**

**Electronic Forms System Training**

**Paid Sick Leave Requirements Training**

**WSU Online Training Systems: Management Functions**

**Equity 101: Defining and Cultivating Inclusive Excellence at WSU**

**my WSU: BI-Data Warehouse 11g Analytics Training (OBIEE)**

**Customer Service at WSU Business Objects Webi Training**

**AIS: Account Balances**

**Questions?**

Call 509-335-4521 or send an email to hrtraining@wsu.edu.