

Department of Accounts

Payroll Bulletin

Calendar Year 2009

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The Payroll Bulletin is published periodically to provide CIPPS agencies guidance regarding Commonwealth payroll operations. If you have any questions about the bulletin, please call Cathy McGill at (804) 371-7800 or Email at cathy.mcgill@doa.virginia.gov

State Payroll Operations

Director **Lora L. George**
Assistant Director Cathy C. McGill

FBMC Focus Group

FBMC Focus Group

There will be an FBMC Focus Group Meeting on Tuesday, February 17, 2009. The meeting provides a forum for interested Benefit and Payroll Administrators to meet with representatives from FBMC to discuss issues and /or changes in procedures associated with the administration of voluntary supplemental insurance, annuities (403(b)), and cash match (401(a)) products provided through the Virginia Provider Network. Scott Mixon, Rosemary Cardenas and Patrick Peters of FBMC will meet with the group in Conference Room C of the Monroe Building at 9:00 am.

Teleconference

We have made arrangements for you to join us via teleconference if you are unable to come to Richmond. The PowerPoint presentation will be available via the Web.

Toll Free Dial-In Number: (866) 842-5779
Conference Code: 8042253047

Follow these steps to join in the teleconference:

- 1.) At the specified time, dial the Conferencing Dial-In Number.
- 2.) When prompted, enter the Conference Code followed by #.

Conferencing Keypad Commands:

- *0 Operator Assistance into the conference
- 00 Operator Assistance-individual
- *6/#6 Mute/unmute your own line

If you plan to participate via teleconferencing, please send your email address to Cathy McGill at cathy.mcgill@doa.virginia.gov no later than February 6, 2009 so that we can send you the link for the web.

Global Opt-Out Updates

**Additional
Agency Global
Opt-Out and
Mandatory
Direct Deposit**

The following agencies have elected a global opt-out of printed earnings notices:

- Augusta Correctional Center
- Central Virginia Community College
- Dabney S. Lancaster Community College
- Danville Community College
- Department of Education
- Department of Fire Programs
- Department of Game and Inland Fisheries
- Department of Labor and Industry
- Department of Veteran's Services
- Division of Institutions
- Easter Region Correctional Field Units
- Fluvanna Women's Correctional Center
- Green Rock Correctional Center
- Greensville Correctional Center
- John Tyler Community College
- Longwood University – salaried only
- Marion Correctional Treatment Center
- Mecklenburg Correctional Center
- Patrick Henry Community College
- Powhatan Correctional Center
- Rappahannock Community College
- Southwestern Virginia Mental Health Institute
- Southwestern Virginia Training Center
- St. Brides Correctional Center
- State Council of Higher Education for Virginia
- State Lottery Department
- The Science Museum of Virginia
- Virginia Community College System
- Virginia Correctional Enterprises
- Virginia Highlands Community College – salaried only
- Virginia Workers Compensation Commission
- Western Region Correctional Field Units

In addition, the following agencies have mandated direct deposit for the entire agency:

- Department of Education
- Department of Forestry
- Department of Juvenile Justice
- Southwestern Virginia Training Center
- Virginia Community College System

We commend these agencies in supporting these cost saving measures!