



HGEA SWIM MEETINGS

We have received notification that the HGEA Units 2, 3, 4, 8, and 9 will be conducting Stop Work Information Meetings (SWIM) beginning March 8 - 25, 1999 at various locations throughout the state of Hawai'i. The purpose of these meetings is to provide employees with various insurance plans, legislative updates, and labor/management relations in the workplace. The HGEA's request is in accordance with applicable collective bargaining agreements and is therefore authorized.

Managers and Supervisors are to allow employees time off to attend one (1) of these meetings. These meetings should last no longer than two (2) hours. Since this is an authorized meeting, a leave form need not be processed. Employees should be given reasonable travel time from outlying areas to attend this meeting.

MAUI

- March 8 HGEA David Trask Bldg., 9:30 a.m. & 1:30 p.m.
- March 10 Maui Memorial Hospital Auditorium
9:30 a.m. & 1:30 p.m.
- March 17 Hana High School Library, 12:00 noon
- March 18 Maui Beach Hotel, Red Dragon Room
"Health Benefits Fair" (presentations @ 10:30 a.m.,
11:30 a.m., & 1:00 p.m.)
- March 22 Kihei Community Center (new), 303 Lipoa St, 9:30 a.m.
- March 23 Kula Hospital, Video Conference Room, 3rd Floor
9:30 a.m. & 1:30 p.m.
- March 25 Lahaina Civic Center, 9:30 a.m. & 1:30 p.m.

MOLOKA'I

- March 12 Kalaupapa, McVeigh Hall, 11 a.m.
- March 19 Mitchell Pauole Center, 9:30 a.m. & 1 p.m.

KAUAI

- March 16 Kukui Grove Shopping Center
"Health Benefits Fair" (presentations @ 10:15 a.m.,
11:15 a.m., 12:15 p.m. & 1:15 p.m.)
- March 18 Mahelona Hospital, 9 a.m. & 2:30 p.m.
- March 19 Kaua'i Veterans Memorial Hospital, 9 a.m.
Waimea Neighborhood Center, 2:30 p.m.

HAWAII

- March 8 State Building (Hilo), Conference Rms A, B & C
9:30 a.m. & 1:30 p.m.
- March 9 Ah Fook Chinen Civic Auditorium (Hilo)

- "Health Benefits Fair" (presentations @ 10 a.m., 11 a.m., 1 p.m. & 2 p.m.)
- March 10 Hilo Medical Center, Conference Rms B & C
7:30 a.m. & 2:30 p.m.
- March 11 County Building (Hilo), Council Room
9:30 a.m. & 1:30 p.m.
- March 12 State Building (Hilo), Conference Rms A, B & C
9:30 a.m. & 1:30 p.m.
- March 15 Old Kona Airport, Event Pavilion (Kailua)
"Health Benefits Fair" (presentations @ 10 a.m., 11 a.m., 1 p.m. & 2 p.m.)
- March 16 Yano Hall (Captain Cook), 1:30 p.m.
- March 17 Kona Hospital, Conference Room, 7:30 a.m.
Yano Hall (Captain Cook), 1:30 p.m.
- March 18 North Kohala Courthouse, 9:30 a.m.
Honokaa Courthouse, 1:30 p.m.
- March 19 Waimea Civic Center, 9:30 a.m. & 1:30 p.m.
- March 22 Kau Hospital (Pahala), Conference Rm, 10:30 a.m.
Naalehu Courthouse, 1:30 p.m.

O`AHU

- March 8 UHM, Campus Center Ballroom, 9 a.m. & 2 p.m.
- March 9 St Andrew's Tenney Theater, 229 Queen Emma Sq.,
(next to Governor's Mansion), 9:30 a.m. & 1:30 p.m.
- March 10 Ward Warehouse, Kakaako & Kewalo Conference Rms.,
2nd Floor (Across Cattle Company)
"Health Benefits Fair" (presentations @ 9 a.m., 10 a.m., 11 a.m., 12 noon, 1 p.m. & 2 p.m.)
- March 12 Ala Wai Golf Course Clubhouse, Ewa Ballroom
9 a.m. & 2:30 p.m.
- March 15 James Campbell Estate, 1001 Kamokila Blvd.,
Laulima Room, 9 am & 1:30 p.m.
- March 17 HGEA Kendall Building
"Health Benefits Fair" (presentations every 45 minutes
starting @ 9 am; last presentation @ 1:30 p.m.)
- March 18 Halawa District Park, 10 am & 1:30 p.m.
- March 22 HGEA Kendall Building, 9 am & 2:30 p.m.
- March 23 Windward Community College, Eckerdt 102,
8:30 a.m. & 2:30 p.m.
- March 24 Leeward Community College, General Technology #105
"Health Benefits Fair" (presentations @ 9 a.m., 10 a.m., 11 a.m., 12 noon, 1 p.m. & 2 p.m.)

1999 HEALTH FUND OPEN ENROLLMENT

The Hawaii Public Employees Health Fund open enrollment period will be March 1, 1999 to April 1, 1999. During this period, employees are allowed to make changes to their health benefits to be effective July 1, 1999. Please review the open enrollment material you will be receiving and if you wish to make any changes, you will need to file your documents in a timely manner. If you do not receive the open enrollment information, please contact your department/county/unit secretary. All forms must be received by April 1, 1999.

PRE-RETIREMENT WORKSHOPS

- ✓ The Department of Human Resources Development will be holding the following retirement sessions:

Non-Contributory members
May 26, 1999
8:00 a.m. - 4:00 p.m.
State Capitol Auditorium

Contributory members
May 27, 1999
8:00 a.m. - 4:00 p.m.
State Capitol Auditorium

To register, a completed Form 410 must be submitted to the Office of Human Resources by May 10, 1999.

- ✓ The Employees' Retirement System will be holding Informational Sessions on the Big Island from March 1999 to August 1999. Information will be available in the Hawaii County Administrators Office or from CTAHR Personnel.
- ✓ The Office of Human Resources is scheduled to hold the next Pre-Retirement Planning session on August 1999. Further details will be forthcoming.

PERSONNEL SCOOP ON THE WEB

Beginning with this issue, the Personnel Scoop will be available for viewing on the CTARM Website at: www2.ctahr.hawaii.edu/pscoop. For the next couple of issues we will continue to issue printed copies, however by September we hope to issue copies only to the units that are unable to access the Web. If you have any concerns or have trouble accessing the Web, please let us know and we will send you a hardcopy.

NEW FACES AT CTAHR

Kheng Tuan Cheah, Assistant Researcher, Plant Pathology
Carla Mizumoto, UH Research Associate, Plant Pathology
Stacie Schwartz, UH Research Associate, Plant Molecular Physiology
Mildred Spencer, Clerk Typist II, Oahu County
Scott Turn, Assistant Researcher, Biosystems Engineering

ALOHA FROM CTAHR

Patricia Britten, FSHN
Ujjayant Chakravorty, AREC
Carolyn Ching, Planning & Management Systems
Susan Ebersole, Hawaii County
Thelma Fujisawa, Administrative Services
Beverly Pang, FSHN

ANNOUNCEMENTS

LEAVE CARDS: Due in the CTAHR Personnel Office no later than the 25th of each month.

POSITION ANNOUNCEMENTS: All position vacancies formerly advertised with Hawaii Newspaper Agency will now be advertised with RFD Publications, Inc. and will appear in the MidWeek insert "Hawaii State & County Public Notices".

WILLARD WILSON DISTINGUISHED SERVICE AWARD: Nominations are now being accepted. The deadline to submit nominations is March 31, 1999. For more information go to the OHR homepage at: <http://www.hawaii.edu/dhmr/ohr>.

DHRD TRAINING SCHEDULE ON THE WEB: The Department of Human Resources Development (DHRD) Training Schedule is now available on the web. The OHR website is: <http://www.hawaii.edu/dhmr/ohr/emp-d&b/training.htm>.

CTAHR Personnel Office

3050 Maile Way Gilmore 207 Honolulu, Hawaii 96822
Phone: 956-6184, 956-4152 or 956-4289