HR...Solutions for Success

HR UPDATE

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CLASS STUDY UPDATE:
For the latest Class Study information go to http://doa.alaska.gov/dop/classification/classStudies/

HR Update
Let us Know What You Think

Please let us know what you think of our publication. If you have any suggestions about how to improve the HR Update or topics you think should be addressed, please contact holly.cox@alaska.gov.

Work on the IRIS Human Resource Management module has begun!

By Alysia Jones

Scheduled to go live January, 1, 2016, the IRIS Human Resource Management (HRM) module includes the following functions: position control, personnel management, benefits processing, payroll processing, payroll accounting management, tax reporting, supplemental and annual processing, Employee Self Service, and integration with LearnAlaska (learning management system).

Currently the IRIS HRM team is busy with prototyping which involves looking at the baseline configuration of the HRM module and how it translates to the current Alaska Payroll System (AKPAY) business processes. Involved in prototyping are members of the Division of Finance Payroll section and agency Payroll Services staff. The group is looking at the functionality of the new baseline system and discussing potential refinements of the State's business processes to take advantage of some of the new features.

Additionally, the HRM team is discussing the initial mapping of AKPAY data elements to IRIS for position control and employee management, modeling State of Alaska business processes in IRIS and discussing important configuration requirements.

The HRM team is scheduled to complete the overall business design in early September 2014. The business design will be used as a blueprint for configuring IRIS to meet the needs of the State of Alaska's HR and Payroll business processes. For more information regarding the IRIS HRM module, please visit the IRIS Project website at http://doa.alaska.gov/dof/iris/ or contact IRIS HRM Team Lead Krisi Selvig at 465-3560 / krisi.selvig@alaska.gov.

IRIS
Integrated Resource Information System

OPD Update

By Tres Causey

The Online Position Description (OPD) security certificate was updated on April 24, 2014. The update only included the actual site address of https://opd.doa.alaska.gov/opd/; however, we have an older site address that continues to have access to the system. That address is https://dop.state.ak.us/opd, which many of you may still have bookmarked or your browser has saved a link to the address in its history. The old site address will display the following warning to notify you to update your bookmarks. Eventually the old site address will be discontinued and you will need to update the link.

There are several ways to update your bookmark/shortcut and access the updated web address:

The easiest is to select the following link https://opd.doa.alaska.gov/opd/ or click on the link within the Warning screen; and update your bookmark/shortcut from that page. We recommend you clear your browser's history to prevent your browser from accessing old data as a precaution.

Another way is to go to Division of Personnel and Labor Relations (DOPLR) website at http://doa.alaska.gov/dop/ and select the OPD link under DOP Systems that will take you to the correct login page; then update your bookmark/shortcut if you have one. We recommend you clear your browser's history to prevent your browser from accessing old data.

If you don't use a bookmark/shortcut to the OPD login page, you can access the system using the previous method of going to the DOPLR website. However, we still recommend you clear your browser's history prior to doing to.

We recognize that people have different levels of computer expertise, so we've provided detailed instructions on how to clear out your history in the attached document. If you have any questions concerning this matter please feel free to contact the Classification Operations team at 465-5646 or 465-8427 for assistance.

WARNING: OPD has moved to a new domain, which can be accessed here. Please, update your bookmarks with this new address (**https://opd.doa.alaska.gov/opd**) and contact your system administrator with any further concerns or questions. Thank you.

OPD Reminder

By Classification

There have been questions raised about sending PDs to interested third parties. One thing to note when a position's information is accessed through the Public Position Descriptions search box in OPD is that the Last Full PD button will bring up the PD of record for the position. It is not uncommon for the information on the PD not to match the Current Position Information. This results from PCC's processed to change locations, routing codes, titles, or other information. The changes made through the PCC process are reflected in the Current Position Information page, but the System retains the PD as it was when it was closed out when looking at the last Full PD. The Position History button will display what actions have been taken on a position and can be used to verify the differences between the Current Position Information and the Last Full PD.

If you need to print off the PD to send to someone else, make sure the recipient is informed the PD displays the information as of the date it was effective. If current information is needed you can include a printout of the Current Position Information and/or the Position History.

Photo: Governor Signs Employment First bill

Governor Parnell signed HB 211 into law today, May 29, 2014. This new law, known as "Employment First," is about employment of individuals with disabilities. Among other things, it amends AS 39.28, which is the statute that gives Director Kate Sheehan the authority and power to administer the State's Equal Employment Opportunity Program. The new law reinforces existing practices that our primary objective is to employ people with disabilities in integrated workplace settings. (Photograph of Governor above with several members of the cabinet including Commissioners Thayer, Streur, Schmidt, and Blumer as well as members of the Governor's Council on Disabilities & Special Education.)

Photo: Public Service Recognition Week

Kate Sheehan, Director of Personnel & Labor Relations, and Deputy Director Nancy Sutch celebrated Public Service Recognition Week with our Payroll Services Teams at the Atwood Building in Anchorage on May 9, 2014. During the festivities, Director Sheehan (right) read the submission nominating Cindy Keyes (left), Payroll Services Supervisor, for a Denali Award to everyone's applause. Kate also noted public service certificates and pins for HR Technician Patricia Dill for her over 15 years of service and for HR Technician Alberta Lippitt for her 30 years of public service.