

EPIC User Group Meeting Notes
October 6, 2015, 1:00 p.m. - 3:00 p.m., EST

I. Welcome – Carolyn Landeche, National Finance Center (NFC)

Individuals on the telephone were introduced. Meeting participants in New Orleans were recognized and acknowledged.

II. NFC Contact Center (NCC) Spotlight

James Morrissey, Chief, NCC highlighted statistical information and the importance of completing surveys when an issue has been resolved.

Sharon Phillips, NCC provided a processing tip when deleting a performance appraisal from IRIS 304 – Performance Evaluation Data Screen. The following steps should be followed:

- 1.) Select performance appraisals (document type 075)
- 2.) In the “From Date” field, place all zeros -“00”
- 3.) Re-enter all other fields with the data shown on IRSI 304 (i.e. “To Date”) also, the pattern level should remain the same as stored on IRIS 304.

Once the action above applies, IRIS 304 updates and the performance appraisal will be deleted.

III. Community-wide Projects

- Project # 766433, Federal Employees Health Benefit Program (FEHB), Self Plus One enrollment – Michael Ferrara, NFC.
The new Self Plus One will cover an enrollee and one designated family member only. Customer User Acceptance Testing is scheduled from October 13, 2015 to November 05, 2015, and is planned to be implement in Pay Period 22, 2015. Open season runs from November 09, 2015 to December 14, 2015.
- Project # 1034904 (Formerly 1000867), Federal Employees Health Benefit, Self Plus One limited enrollment period – Michael Ferrara, NFC.
This project is currently under development. Systems modifications are intended to allow individuals who miss this year’s FEHB open season enrollment to change their coverage plan from Self or Family to “Self Plus One” enrollment type. This mandate will not apply to individuals who do not participate in premium conversion. Eligible employees may use OPM’s newly created qualifying life event code “1Z” to invoke this change.

IV. Future Meetings – Carolyn Landeche, NFC

- Tuesday, January 5, 2016
- Tuesday, April 5, 2016

- Tuesday, July 5, 2016
- Tuesday, October 4, 2016

V. **Closing Remarks** – Carolyn Landeche, NFC

- Meeting adjourned.

<u>Attendees on the Phone</u>	<u>Attendees at USDA/NFC</u>
Tina L. Eddins, GAO Kimberly D. Geraci, FS Marlo Blue, NEH Linda Beard, OSHRC Dawn Joyce Patterson, OTA Jennifer Johnson, IRS Faisal Ali, GPO Sonaida Rubio, FLETC Pamela Clark, APHIS Pamela Fowler, FNS Tangie White, NFC N Anh Lewellen, NFC N Freddie Morris, NFC N Shavon Butler, NFC N	Michael Ferrara, WRB Sharon Phillips, NCC Sheron McGary, NCC James Morrissey, NCC Michael Schleifstein, NCC Client Management Branch Staff