



Memorandum

TO: Board of Administration, Federated Retirement Plan

FROM: Samantha Yamaji

SUBJECT: Change Retirement Effective Date
Mr. Frank Gaska

DATE: March 19, 2019

Approved

K. Schan

Date

3/25/19

RECOMMENDATION

Change the retirement from a Deferred Vested Retirement effective February 9, 2019 to Service Retirement effective February 4, 2019 for Mr. Frank Gaska, Concrete Finisher for the Department of Transportation.

BACKGROUND

At the March 21, 2019 Board meeting, the Federated Retirement Plan Board of Administration approved the deferred vested retirement date of Mr. Gaska effective February 9, 2019.

Retirement Services received written notification from Mr. Gaska and the Office of Employee relations stating there were changes made to Mr. Gaska's date of separation that made him eligible for a Service Retirement rather than a Deferred Vested Retirement. Mr. Gaska was approved by the board for his original February 9, 2019 Deferred Vested Retirement. Through written confirmation from Mr. Gaska on February 22, 2019 and information provided from OER on March 19, 2019, it is requested that Mr. Gaska's Deferred Vested Retirement effective February 9, 2019 be changed to a Service Retirement effective February 4, 2019.

ANALYSIS

Mr. Gaska is requesting that the Board approve the request to change his retirement from a Deferred Vested Retirement effective February 9, 2019 to a Service Retirement effective February 4, 2019.

*To Apr Board
3/25/19*

Samantha Yamaji
Samantha Yamaji
Analyst

Enclosure

Yamaji, Samantha

From: Cordova, Elsa
Sent: Tuesday, March 19, 2019 4:23 PM
To: Yamaji, Samantha
Cc: Steele, Sarah
Subject: RE: DOT Employee- Frank Gaska

Hi Samantha,

I'm not sure why the system is reflecting that date, but we will work with HR to get the NOS with the 2/3/19 effective date processed.

Thanks,
Elsa

From: Yamaji, Samantha
Sent: Tuesday, March 19, 2019 3:05 PM
To: Cordova, Elsa <Elsa.Cordova@sanjoseca.gov>
Subject: RE: DOT Employee- Frank Gaska

Hello Elsa,

Thank you so much for all of your assistance with this case. I was doing some following up today and noticed something odd in PeopleSoft. I have sent Mr. Gaska's notice of separation to his department, but after looking in PeopleSoft it looks like he has a termination record of 2/9/2019. I've attached the notice of separation to this email and am hoping you may be able to help me determine where the 2/9/2019 separation date came from. Was there anyone at DOT you were in contact regarding Mr. Gaska? I'd be happy to send them an email and follow up.

Thank you!
Samantha

Samantha Yamaji
Benefits Analyst
Office of Retirement Services
408.794.1018
samantha.yamaji@sanjoseca.gov

From: Yamaji, Samantha
Sent: Friday, February 22, 2019 9:05 AM
To: Cordova, Elsa
Subject: RE: DOT Employee- Frank Gaska

Hi Elsa,

His date of separation (last day on city payroll) should be 2/3/2019 and his retirement effective date will be 2/4/2019. We will include a updated NOS in Mr. Gaska's retirement packet and forward it to his dept. I really appreciate your assistance with this, Elsa.

CITY OF SAN JOSE
NOTICE OF SEPARATION FROM CITY SERVICE

NAME: LAST <i>Gaska</i>	FIRST <i>Frank</i>	MI	Employee ID Number [REDACTED]	DEPARTMENT <i>D.O.T.</i>
MAILING ADDRESS FOR W-2 FORM [REDACTED]				CLASSIFICATION <i>Concrete Finisher</i>
POSITION NUMBER <input type="checkbox"/> Designated position: Form 700 must be filed with Clerk's Office upon separation.				
NUMBER / STREET CITY STATE ZIP EMAIL (For future communication purposes)				
TYPE OF SEPARATION (SELECT ONE) Resigned <input type="checkbox"/> Terminated <input type="checkbox"/> Retired <input checked="" type="checkbox"/> Deceased <input type="checkbox"/> Laid off <input type="checkbox"/>				
DATE EMPLOYED: <i>4/10/1995</i>		REASON OR COMMENTS REGARDING SEPARATION: <i>2/11/2019 - Retirement Effective</i>		
LAST DAY ON CITY PAYROLL: <i>2/3/2019</i>				
CONTINUED GROUP HEALTH COVERAGE Benefits coverage will continue to the last day of the month of separation from City service. I understand that I am responsible for paying the employee share of premium expenses for that coverage through payroll deductions from my remaining paycheck(s), and that any outstanding balance will be billed to me.				
I hereby certify that I have been notified of my rights to purchase continued group health coverage after loss of coverage under the Consolidated Omnibus Budget Reconciliation Act (C.O.B.R.A.) of 1985. For further information, see below.				
EMPLOYEE'S SIGNATURE <i>Frank Gaska</i>			DATE <i>3/4/19</i>	
SUPERVISOR'S SIGNATURE <i>Vandana Patel</i> AO			DATE <i>3-20-19</i>	
HUMAN RESOURCES AUTHORIZATION <i>[Signature]</i>			DATE <i>3/21/19</i>	

C.O.B.R.A. INFORMATION

Federal law requires that benefited employees who lose health coverage due to termination of employment (for reasons other than gross misconduct) have the right to elect to purchase continued coverage under the employer's group health plan.

PAYMENT

Employees who elect to continue coverage through COBRA are responsible to pay a premium to the City equal to 102% of the entire premium cost. Employees may elect to continue coverage for medical, dental, vision, employee assistance (EAP) and/or medical reimbursement account (MRA). Payment is made to the City Payroll Office monthly.

LENGTH OF COVERAGE

Employees may elect to continue to purchase coverage up to 36 months from the date of loss of coverage.

ENROLLMENT

Employees have a maximum of 60 days from the day they lose coverage to elect to continue their medical and dental premiums through COBRA. To enroll or receive more information, contact the Human Resources Benefits Division, located at 200 E. Santa Clara Street, Wing, 2nd Floor. Phone: (408) 535-1285. Email: HRbenefits@sanjoseca.gov

RETIREMENT INFORMATION

RETIREMENT BENEFITS

If you are a member of the retirement system, please contact Retirement Services at (408) 794-1000 or Retirement.Dept@sanjoseca.gov regarding your options.

DEFERRED COMPENSATION

If you have a deferred compensation account with the City of San José, contact (408) 975-1465 or HRbenefits@sanjoseca.gov regarding your options.