



Information & Updates

04.14.23

Luma Corner

Prerequisite training email went out!

See attached. Support employees getting through the steps in April to be ready for training in May.

HR Expert User training

Our first week of training went great. The 10 expert users have access to a training environment and have attended one session of HR Generalist and one session of HR Recruiting (depending on their roles and availability). Training will continue for the next few weeks.

Legislative Update

We had several legislative changes that will take place July 1, 2023. Here are a few highlights of things that may impact your agencies:

1. Re-employment for Public Safety positions: SB1054 PERSI Reemployment This takes effect July 1, 2023. DHR will be providing guidance on the State of Idaho policy for re-employing public safety positions after official retirement. If you have any of these positions, please wait for the guidance from DHR before any discussions with employees that may be planning to retire and take advantage of this. Guidance will be available the middle of May.
2. 80-Hour pay period: HB 17: Overtime Pay This policy should mostly apply to employees that are considered exempt under the FLSA. If you have flexible schedules where staff work more than 40 hours in one week and less than 40 hours in another, we now have flexibility to schedule time over 80 hour pay period rather than limited to 40 hours per week. If you want to utilize this option, you must have approval from DHR. Please contact your HRO to discuss in more detail if you're interested.
3. Conflict of Interest and Nepotism Policy: DHR has been working on our State's updated policy regarding conflict of interest and nepotism in the workplace. This new policy aligns with state law but provides additional guidance on ethical and appropriate standards in the workplace. This will be effective July 1, 2023, and will be communicated through your HR leadership.
4. Out-of-State Telework Policies: DHR is currently reviewing our Out-of-State Telework policy in lieu of some new personnel law changes in neighboring states. We will update you soon. Please remember that any employee that you have working for you that teleworks from another state must be approved through DHR prior to any employment.

Important Dates

April 27th: National Bring your Kid to Work Day: See attached flyer! We will be sharing this information with all HR staff as well. We hope you will choose to take advantage of this great opportunity to expose our children to the great work of public employment. We will have mini-capitol tours available to bring your kids in the morning of the 27th (more information to come), and they can get a picture and have a cookie in the Governor's ceremonial office. Please talk with your HR staff to help coordinate your own messaging to staff on how you want your agency to be involved.

May 7th – 13th: Public Employee Recognition Week: Please mark your calendars and be ready to show appreciation to your staff for the great work they do for Idaho!

Recruitment Update

1. NeoGov is now allowing new reports to be created in Insight. If you would like access to the new Analytics and Reporting tool in NEOGOV, please send those names to dhrrcruitment@dhr.idaho.gov
2. There are other NeoGov changes coming April 25th, please see attachment.
3. Any personal information in NeoGov, such as resumes and cover letters, will not transfer into Luma. It is suggested you extract your data and save it no later than July.
4. IDVS shared a great resource called "Hiring Steps" to get qualified applicants.
 - a. From their site "Hiring Steps empowers you to hire in a way that's best for you. A true hiring solution with all the tools and features you need to streamline your process."
 - b. You can sign up for a small plan and cancel anytime (please work with your agency to see if it is within budget).
 - c. We will reach out to them to see if there is something we can do statewide
5. The new career site will be statecareers.idaho.gov and is currently being built.

Current Openings

- DEQ – HR Business Partner (Human Resource Specialist, Sr. – 05134) – Boise – Closes 4/17/23 – 1232
- Agriculture – Human Resource Specialist (05141) – Boise - Set to close 6/16/23, however text in the announcement indicates it is open until filled - #18433-0582
- Health & Welfare - Senior Human Resource Specialist (Human Resource Specialist, Sr. – 05134) – Idaho Falls – Closes 4/19/23 - #18922
- Transportation – HR Business Partner (Human Resource Specialist, Sr. – 05134) – Pocatello – Closes 4/26/23 - #18171
- DHR – Human Resource Manager (05130) – Boise – Closes 4/23/23 - #18959

Resource Access Survey