

# Uplift Oregon Invoicing Procedure: Frequently Asked Questions



## Who is Uplift Oregon and RISE Partnership?

Uplift Oregon is the program that serves the Labor-Management Trust set up by the State of Oregon and its Executive Branch Agencies, SEIU 503 and AFSCME Council 75 to provide training and education to state employees in the areas of benefits, wellness and equity.

Benefits education is the foundational area of education and training. Uplift works closely with PEBB, PERS and other partners to assure consistent, accurate and easy to digest information about employee benefit packages. By doing so, we want to promote better understanding by state employees of how to use their benefits and the value of their benefits packages.

In 2023, Gov. Kotek mandated that all new employees must attend Uplift Your Benefits, a two-hour benefits orientation, within 14 days of hire. New employees can sign up through Workday, and some agencies have arranged for new employee cohorts to attend together.

RISE Partnership is the non-profit that holds the infrastructure and employee input for labor-management partnerships working in Oregon with homecare providers, long-term care providers, and state employees. RISE Partnership is the central office for Uplift Oregon.

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## **What is the State Worker Trust?**

The Oregon State Worker Training and Education Trust is the legal contract which authorizes the labor-management partnership. A 2019 Collective Bargaining Agreement between the State of Oregon, SEIU 503, and AFSCME established the Trust, and by June 2020, the development of programs to help state employees make the most of their benefits began.

## **How is the Trust paid for?**

The legal agreement of the Trust stipulates: For paid hours attributable to Workers in the period July 1, 2020, and thereafter, the Trust will be funded by a Contribution by Signatory Agencies of two cents (\$0.02) per paid hour worked, including all paid leaves, per Worker. The Signatory Agency may pay monthly but pay no less than quarterly and shall be due within 30 days of the end of such quarter. These funds cover the program expenses of the Oregon State Worker Training and Education Trust (DBA Uplift Oregon), which is administered by RISE Partnership. DAS provides RISE Partnership with the hours worked information. DAS furnishes RISE Partnership with the hours worked information.

## **How to make payments to the Trust?**

DAS has placed the Trust on the approved ACH list. Details are:

Oregon State Worker Training & Education Trust

Routing #: 325170835

Checking #:101673706

Bank: Heritage NW

Please include your agency number and name to ensure proper credit to your account. (e.g., #10000 Department of Human Services)



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## What does Uplift Oregon offer besides Uplift Your Benefits?

The trainings include an overview of state employee benefits package options, now mandatory for all new employees. Uplift also offers many events available to any state employee with topics ranging from retirement planning, health management, nutrition, wellness resources and more. Click here to see all [upcoming Uplift events](#).

Uplift's equity work is focused on a pilot project with eight agencies to kick-start their agency plans and align them with the state Equity Action Plan. [Learn more about OPEN \(Oregon Peer Equity Network\)](#).

Only mandatory workshops like Uplift Your Benefits will be offered through Workday. Other events on wellness and optional benefits workshops, will be posted on our own website and we will advertise through agency newsletters such as this and in partnership with SEIU and AFSCME and their communications outreach.

## How are monthly worker hours calculated?

DAS payroll uses data generated by the codes that correspond to the hours included by the legal agreement of the Trust. Some examples of these codes are regular time, vacation, sick leave, and holiday hours but this list is not comprehensive.

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## Can I verify the payroll codes and processes?

DAS can provide you with the query used to generate the monthly costs. You can use the same formula within your own systems to verify the invoice amount. If there is a dispute that is larger than a “tolerable error” on an annual basis, we will work to rectify those differences.

## Who can I ask if I have a question about the Trust?

You may contact Trust Director Kelley Weigel for any program or administrative questions about the Trust. [kelley.weigel@risepartnership.com](mailto:kelley.weigel@risepartnership.com)

If you have questions about invoicing or payments, please contact [jeanette.cooper@RISEpartnership.com](mailto:jeanette.cooper@RISEpartnership.com)

## Who makes decisions about the Trust’s programming and priorities?

The Trust is governed by a Board of 10 directors: five directors are leaders in state agencies, and five directors are leaders in SEIU 503 and AFSCME. The Trust Board approves the program planning and budget of the Trust. [Current Trustees are listed on the Trust website](#). DAS is responsible for administering the Trust agreement as a part of the Collective Bargaining Agreement of 2019.

## How do I make sure my agency has access to Trust programming?

Training programs are intended to be available and accessible to all state workers. As the Trust builds capacity and its range of programs, pilots are running with specific agencies, starting with benefits. If you would like your agency to be among the piloting agencies, please let us know. We’d love to work with you! Contact us at [Uplift.Oregon@RISEpartnership.com](mailto:Uplift.Oregon@RISEpartnership.com).

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## Who is RISE Partnership and how is it related to the Trust?

RISE Partnership is the umbrella nonprofit organization that provides shared services for labor-management partnerships across Oregon, including Carewell, the homecare worker Trusts, and Long-Term CareWorks, the nursing home worker training Trust. RISE enables Trusts to minimize their overhead costs and maximize benefit and training delivery by providing staffing, communications, curriculum development, accounting, information technology, and legal and fiduciary oversight.

## More About Uplift Your Benefits Training

Uplift Your Benefits workshops are in Workday and employees may register for them there. Uplift will work with your agency's Workday Learning Partner to review participation numbers and discuss additional steps to increase employee enrollment in the mandatory workshop. [Read about implementation and reporting cycle.](#)

If you have further questions, email us at [Uplift.Oregon@RISEpartnership.com](mailto:Uplift.Oregon@RISEpartnership.com).