



SEVENTH-DAY
ADVENTIST®
CHURCH

**Central California
Conference**

Executive Secretary's Office

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Memorandum

TO: Pastors, Church Treasurers, School Principals, School Business Managers, School Treasurers, School Board Chairpersons, Early Childhood Education Center Directors, Early Childhood Education Center Treasurers / Business Managers

FROM: Ron Rasmussen, Executive Secretary

DATE: May 20, 2013

RE: Required Electronic Payments to Central California Conference

Please give special attention to the following actions of our Central California Conference Executive Committee:

**ELECTRONIC PAYMENTS BY
SCHOOLS, EARLY CHILDHOOD
EDUCATION CENTERS, AND
CONGREGATIONS – HEALTH
CARE ASSISTANCE PLAN**
13-06

VOTED that beginning July 1, 2013, each of our Central California Conference schools, and those of our Early Childhood Education Centers and our congregations with locally funded employees who qualify for health care benefits, make electronic payments to the Conference to maintain the required deposit and reserve of funds for the Health Care Assistance Plan.

**ELECTRONIC PAYMENTS BY
SCHOOLS, EARLY CHILDHOOD
EDUCATION CENTERS, AND
CONGREGATIONS – EMPLOYEE
PAYROLL EXPENSES**
13-07

VOTED that beginning July 1, 2013, each of our Central California Conference schools, our Early Childhood Education Centers and those of our congregations with locally funded employees, make electronic payments to the Conference for the appropriate employee payroll expenses for the upcoming payroll. Each local entity is required to make electronic payments to the Conference for the full amount of the employee expenses by no later than three business days prior to each payroll date. Failure to do so may result in such actions as: (1) Mandated employee(s) furlough without pay, (2) Reduction in subsidy payment to the academy, (3) Implementation of mandated reduction in force (RIF).