

Belit Stockfleth

Authorized Signature

Number: SS-IM-08-039

Issue Date: 11/12/2008

Topic: Other

Subject: Change in State Minimum Wage

Applies to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Message: The Oregon minimum wage will increase to \$8.40/hour on January 1, 2009. This annual change affects the redeterminations, recertifications, *Interim Change Reports* (DHS 852) and *Anticipating with Periodic Review* (APR) decisions being made in December 2008 for January 2009 benefits.

This change will affect all employed clients earning less than \$8.40 an hour. It is not possible to identify these clients through our computer system because we do not collect information on who is paid minimum wage. Therefore, there will be no automatic update for CM or FS.

ERDC, EXT, FS, MAA, MAF, OHP and TANF clients are not required to report the annual change in Oregon's minimum wage. FS clients using SRS would need to report only if this caused their total household income to exceed the countable income limit. For other program benefits, clients are required to report this change in rate of pay within 10 days.

Wage verification provided by clients for January actions may show the \$7.95 rate rather than the new minimum of \$8.40. Please remember to use \$8.40/hour for clients paid at minimum wage who are not in monthly reporting. Apply the new rate with the next redetermination, recertification, APR or DHS 852 processed, unless the change is reported and needs to be acted on earlier.

For new applications with a December filing date or date of request, use actual income in December and adjust the case effective January 1. (*Actual* includes income already received in December and all income that can be reasonably anticipated for the

month.) If you do not have enough time to send 10-day notice, use the *Notice of Income Reported* (DHS 7294) to inform the client of the change. To use the DHS 7294, you must make the change by the processing deadline.

For self-employed ERDC cases, determine the number of allowable child care hours by dividing the earned income by \$8.40 at the next APR.

For ERDC, FS, MAA, MAF and TANF cases using APR or CRS report systems, there is no overpayment for failure to report the change in state minimum wage. In all other programs, clients may have an overpayment for failure to report a required change within the appropriate time frames.

If you have any questions about this information, contact:

Contact(s):	ERDC:	Policy, Childcare	
	FS:	Policy, FS	
	SSP Medical:	SSP-Policy, Medical	
	OSIP:	Jennifer Dejong, (503) 945-5856 Joanne Schiedler, (503) 947-5201	
	QMB:	Dale Marande, (503) 945-6476	
	Refugee:	Tony Scott, (503) 947-5261	
	TANF:	Policy, TANF	
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