Date: January 27, 2015
Time: 3:00 p.m.
Place: HR Learning & Development Center

Members

Mr. Steve Simmons Finance & Administration Present
Dr. Lanier S. Cauley Mechanical Engineering Present
Ms. Janice Collins Radiology - UMC Present
Ms. Annita Dailey Medical Surgical 5th - UMC Present
Mr. Charles Dunnam Maintenance Department Absent
Dr. Julie Estis President, Faculty Senate Absent
Ms. Cathy Faison Admissions - CWH Present
Ms. Amy Fleet Marketing & E-Commerce Present
Dr. Susan Gordon-Hickey Chair, Faculty Senate Fringe Benefits Committee Absent
Mr. Ronnie Hodges Pharmacy - CWH Present
Dr. David Johnson Academic Affairs Present
Mr. Andy Lightbourne Computer Services Center Present
Dr. Jim Connors Continuing Education & Special Programs Absent
Mr. John Pannelli COM Business Office Absent
Ms. Kelly Peters Business Office Present
Ms. Barbara Shirvanian Student Affairs Present
Dr. John Smith Student Affairs/Special Asst. to the President Present
Dr. J. Allan Tucker Pathology - UMC Present
Dr. David Turnipseed College of Business Present

Others Present

Mr. Gerald Gattis, Director, Human Resources, Benefits, Employee Relations
Ms. Tina Stalmach, Associate HR Manager, Employee Benefits
Ms. Pam Henderson, Assistant Vice-President, Human Resources
Mr. Ed Kahalley, Jr., Benefits Consultant, Secretary to the Committee

Call to Order & Meeting Minutes

Mr. Simmons called the meeting to order and asked for approval of the August 19, 2014, meeting minutes. A motion was made, seconded, and the vote unanimous to dispense with the reading of the meeting minutes and approve same as prepared by the Secretary.

Mr. Simmons welcomed new members Ms. Annita Dailey from UMC and Dr. David Turnipseed from the College of Business to the committee.
Experience Report:

The Experience Report for the 12-month period ended 12/31/2014 was distributed.

Mr. Kahalley stated that the year end experience was favorable with revenue exceeding expenses by $1,701,676. He stated that the reserve has increased to $7,624,688 which is within the target range of from 15% to 25% of the projected cost. The reserve includes an amount to account for the incurred but not paid claims liability, total $2,791,609, with the remaining reserve dedicated to moderating risk and stabilizing the Plan’s experience.

Mr. Kahalley reviewed the report with the committee. He noted that there was only one area that exceeds the norm and that is the prescription drug benefit. He stated that the increased cost of that benefit requires additional analysis and data has been ordered from the claims administrator for a more in-depth review.

Sick Leave Policy

Ms. Henderson referred the committee to a handout titled Sick Leave Policy Proposed Changes. She stated that the changes are intended to make the sick leave policy more flexible by expanding the definition of “family member” to those designated members who do not reside in the same household and allowing use of sick leave for family member illness beyond the three day limitation. The policy will also be changed to require a physician’s statement and HR approval for use of sick leave in excess of three days.

A member asked about sick leave as it pertains to the healthcare side where Paid Time Off (PTO) is used with Employee Extended Illness (EEI) leave. The member asked if similar consideration could be given to the use of EEI. EEI, as a former component of sick leave, can only be used in the case of an employee illness after 40 hours of PTO use and with proper medical documentation. Mr. Simmons thanked the member for this suggestion and instructed HR to evaluate the use of EEI and the policy definition which allows use of EEI and discuss the fairness of the revised sick leave policy for all positions.

Mr. Simmons stated that the revised sick leave policy was generous and would better coordinate with FMLA. A motion was made, seconded and the vote unanimous adopting the restated sick leave policy (to be finalized) for recommendation by the President.

Affordable Care Act

Ms. Stalmach explained the process of determining health insurance eligibility status for employees based on the Affordable Care Act. She reported that the first measurement period had been analyzed and resulted in 40 staff and 23 student employees becoming eligible for coverage with the USA Health & Dental Plan effective 1/1/2015. She stated that an offer of coverage had been accepted by two of those employees. The next measurement period will be the calendar year 2015 for the stability period (benefit year) 2016.
Tobacco Policy

Ms. Henderson stated that the Employee Wellness Initiatives Committee was working on a tobacco policy for a tobacco-free campus. She discussed the process and noted that the first draft of the policy should be ready soon.

Ms. Henderson stated that she had recently spoken with Kate Wiedeman from the Tobacco-Free College Campus Initiative program for the US Department of Health and Human Services. Ms. Wiedeman had presented a wealth of information including a suggested tobacco policy. There are some 342 colleges and universities in Region IV that have tobacco-free policies which meets the “gold standard” criteria. Ms. Henderson stated that this resource would be used in developing policy recommendation.

A member stated that the healthcare side was restating its tobacco policy and HR may want to coordinate with that effort. Ms. Henderson thanked the member and stated that was a good idea.

Adjourn:

There being no other business to come before the Fringe Benefits Committee, the meeting was adjourned at 4:05 p.m.