

Faculty & Staff Benefits Committee Minutes

Final

Meeting Date and Place: Tuesday, 8/11/15, 3:30 pm, Herzstein Reading Room, Zimmerman Library

Members Present: Fran Wilkinson, Carol Bernhard, Glen Effertz, Elaine Phelps, Marcia Sletten, Karen Mann, Jason Wilby, Lee Brown, Codruta Soneru and Mark Maddaleni.

Members Excused: Shawn Berman.

Guests Present: Pamina Deutsch, UNM Policy Office, Crystal Davis, President Staff Council.

Members Absent: Dorothy Anderson, Theresa Ramos, Cenissa Martinez.

	Subject	Notes	Follow-Up
1	Call to order (Fran)	The meeting was called to order at 3:30pm by Co-Chair Fran Wilkinson. Fran began the meeting by reviewing the agenda and stating that she, and Carol Bernhard, will be attending the stakeholder benefits meeting with AON, on August 19, 2015. Glen Effertz asked that the issue of the waiting period for benefits, after being hired, be added to the agenda. Fran agreed and it was added. A motion to approve the agenda was made by Glen Effertz and seconded by Karen Mann. Fran then asked if there were any comments or changes to the minutes. There were no changes or additions to the minutes. A motion to approve the minutes was made by Jason Wilby and seconded by Mark Maddaleni.	None needed
2	Flexible Spending Account (FSA) Carryover of Unused Funds (Fran)	The committee was asked to review the Flexible Spending Account (FSA) and to then make a recommendation the Human Resources (HR) on whether or not UNM should continue with the current grace period, which is through March 31 st each year, or to look at a roll over. Fran stated that there were several ways to go: <ul style="list-style-type: none"> • A show of hands at the meeting expressing the opinion of the committee without having research their constituency; • A recommendation to HR that they do a one question survey with a) continue with grace period, or, b) adapt the roll over; At this point in the meeting Elaine Phelps pointed out that the drop dead date for receiving this information at HR is one week from Friday, August 21, 2015. This is being done because the Faculty & Staff Benefits Committee made the request for this last year and the time frame is about to expire on August 21 st . It was decided that a show of hands would be the best way to go about resolving this issue of a roll over replacing the existing grace period. The result was one abstention and eight yes, approving the recommendation of moving to the roll over. Fran stressed that this vote was only an opinion.	None needed
3	AON (Fran)	AON, UNM's insurance risk management company, is coming to the UNM campus, on August 19, 2015, to meet with stakeholders to answer benefits questions. One meeting will be with Fran and Carol, as representatives from this committee. AON will also be meeting with President Frank, the Provost, some of the benefits staff, and Dr. Richards from the Health Science Center (HSC). This meeting is not so much to talk about UNM benefits but rather the strategic plan to move forward. AON will be asking "What does a successful 3 to 5 year benefits strategy look like?" And, "What are the guiding principles that UNM should use during the next 3 to 5 years the benefits strategy is developing and being implemented?" Glen asked that Fran and Carol also talk to AON about retiree benefits. Also, he would like them to mention that there should be no further decreases to healthcare benefits or the percentage paid by employees. And possibly the addition of a fourth tier for incomes over \$100,000. Dr. Lee Brown reported that he recently gave a fifteen minute presentation regarding benefits at the Health Science Center (HSC) and the new employees were stunned to learn that they would not receive benefits when they retire. He does not believe that the message is getting out to new employees regarding the absence of benefits after they retire. New employees are simply referred to the UNM webpage or to the faculty handbook for information on benefits.	None needed

4	Guiding Principles (Fran)	<p>Dr. Brown pointed out that currently UNM has a three tiered benefit system based on income. Health care providers available to UNM employees consist of Lobo Care and ABQ Health Partners. Should ABQ Health Partners cease to be an option that would leave only Lobo Care.</p> <p>Fran stated that one of the issues the committee needs to be looking into are the scholarships for family dependents. At this time the scholarships only apply to undergraduate students. It should be expanded to cover graduate students, too. Pamina Deutsch, Policy Office, told the committee that she looked into this issue a year ago and found out that there are Internal Revenue Service (IRS) rules that prevent UNM from expanding the scholarship from undergraduate to graduate students.</p> <p>Dr. Brown raised the issue of faculty recruitment and the possibility of UNM expanding the child day care services that already exist on campus. At this time child day care services only exist for students, not faculty and staff.</p> <p>The issue of wellness was raised by Fran. It was pointed out that gaining access to the facilities at Johnson Gym can be difficult for faculty and staff due to limited access and hours. It was pointed out that wellness should be one of the most important guiding principles at UNM.</p> <p>Fran stressed the importance of the guiding principles and urged the committee members to email her and Carol with any ideas and suggestions that would assist in getting information on benefits out to the faculty and staff. One suggestion was the implementation of a "cafeteria plan" for benefits. This would provide the faculty and staff with more balanced choices in assembling their benefit package.</p>	<p>Fran would like the committee to look at the IRS implications regarding the scholarship issue for a future meeting.</p> <p>She would also like the idea of a "cafeteria plan" brought up at a future meeting, too.</p>
5	Human Resources Update (Elaine)	Elaine reported that the year-end financial statements will not be ready until sometime in September.	None needed
6	UNM Reserve Fund (Fran)	Carol Bernhard, and Fran reported that at the last Finance & Facilities meeting the regents did approve the policy of being able to use reserve funds whenever they see the need to. This policy still needs to be approved by the entire Board of Regents. Pamina Deutsch stated that this policy is 7.18 and she will email Fran and Carol a draft of the policy this week and they will forward it to the rest of the committee.	None needed
7	Bereavement Leave Policy (Fran)	The current policy is three working days of bereavement leave but there has been movement to extend this time frame. Elaine stated that nothing has been finalized within HR regarding bereavement, but Pamina said there is a revision to the bereavement policy, policy number 34.15. This revision states that bereavement leave can be extended two days by the use of either sick leave or annual leave. Annual leave can then be used to extend bereavement leave even further if approved by the employee's supervisor. The committee would like to see sick leave added to this extension. To put this policy into effect Dorothy Anderson, VP Human Resources, David Harris, EVP Administration, and President Frank will need to sign off on it. This policy does not involve the Board of Regents.	Glen Effertz requested that this issue be placed on the next meeting's agenda.
8	Waiting Period	Glen stated that the waiting period for new hires to sign up for benefits could be eliminated, though it would take a year to accomplish this. Elaine said that meetings are being held now to discuss and accomplish this.	Glen asked that this issue be put on the committee's agenda.
9	Retiree Association (Glen)	No report for this meeting.	None needed
10	Goals (Fran)	For the next meeting of the committee Fran will set forth the committee's goals for the coming year. These will include dependent education, bereavement leave, the waiting period, participating with AON, and making a recommendation on FSA.	None needed
11	Other Business	Pamina informed the committee that she is working with HR Benefits on changing policy 3700 which has to do with Education Benefits. One of the changes has to do with combining the personal enrichment and health and fitness benefit into one combined benefit. You will now be able to pick and choose how you want to spend for that benefit.	This will be put on the agenda so Pamina can do a follow up report.
	Next Meeting	September 8, 2015.	

	Adjourn	Meeting adjourned at 4:15pm.	
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Minutes submitted by: Dennis Dunn, University Secretary's Office.