

Faculty Staff Benefits Committee Minutes

DRAFT 2

Meeting Date and Place: Tuesday, 8/9/16, 3:30 pm, Herzstein Latin American Reading Room, Zimmerman Library

Members Present: Fran Wilkinson, Dorothy Anderson, Elaine Phelps, Pamina Deutsch, Emily Arzate, Gene Henley, Glen Effertz, Conduta Soneru, Mark Maddaleni and Marcia Sletten.

Members Excused: Shawn Berman, Jason Wilby, and Carol Bernhard.

Guests Present: Reed Vawter, UNM Human Resources.

Members Absent: Theresa Ramos, Cenissa Martinez, and Doleswar Bhandari.

Minutes submitted by: Dennis Dunn, University Secretary's Office.

	Subject	Notes	Follow-Up
1	Call to order (Fran)	Fran Wilkinson called the meeting to order at 3:30 pm and announced that Glen Effertz has been reappointed, by the Retirement Association, for another term on the Benefits Committee. A new faculty member has been appointed to the Benefits Committee and Fran will introduce him at the next meeting. Approval of the agenda, and the 7/12/2016 minutes, was postponed until after the presentation of the Lifesteps Program by Reed Vawter from Human Resources. Also, Benefits Committee member Emily Arzate has volunteered for the Climate Survey Committee. Quorum was met for this meeting.	None needed
2	Lifesteps Program (Reed Vawter, HR)	Reed introduced himself as working under the benefits section in Human Resources and is a registered dietitian. Lifesteps is a weight management program that will be offered during the Fall Semester. Points Covered: <ul style="list-style-type: none"> - Though it is a weight loss program, the main focus is on healthy eating which will in turn lead to weight loss; - It is a three-month program that aims for a half pound, to one pound, weight loss per week. The average participant loses between seven and twelve pounds during the program. Some have lost between thirty-five and forty pounds; - Sign up is currently taking place and Reed handed out a flyer for the program. Learning Central is where interested parties can sign up. There are currently no openings on the main campus and north campus has only five spots open. Additional spots may open up as participants drop out of the program. Classes are once a week from Noon to 1:00pm. The north campus classes will be held at the Domenici Center, and the main campus classes at the Business Center; - There are three basic levels to the class: Bronze (Basic Level - \$300); Silver (\$380 - This includes the class and extra testing through UNM's Exercise Physiology Lab, which is a degree program on campus); Gold (\$450 – Which includes the features of Bronze and Silver, with the addition of a Personal Trainer.) - All classes have tuition remission available and are open to retirees; - 72% - 75% of enrollees finish the class; - For information: (505) 272-4460 or ehp@unm.edu 	None needed
3	Review and approve agenda & minutes (Fran)	The Agenda was approved with no changes and no opposition. Glen Effertz had one correction for the minutes which was to change his listing in the 7/16/2016 minutes from Absent to Excused, since he had notified Fran in advance of the meeting that he would not be attending. Dennis Dunn will make this change to the minutes before posting them on the Faculty Governance website. The minutes were then unanimously approved.	Dennis Dunn will make the requested changes to the minutes.

4	Election of Committee Co-Chairs	A ballot was circulated among the committee members present for the selection of Co-Chairs. Fran Wilkinson and Carol Bernhard were listed on the ballot along with two spaces for write in votes. The ballots were cast, presented to Dennis Dunn for counting and he announced the Fran and Carol had been reelected as Co-Chairs.	None needed
5	Human Resources Updates (Dorothy Anderson and Elaine Phelps)	<p>Catapult Health Screenings Updates:</p> <ul style="list-style-type: none"> • For personal reasons many UNM employees do not want their medical records located at UNM Hospital and are not enrolled through UNM Health. They keep their records with Blue Cross or Presbyterian; • Catapult coordinates UNM's Preventative Health Fairs, for employee health screenings; • Catapult has passed a security screening through UNM's Information Technology (IT) department; • One of the reasons UNM signed with Catapult is that Catapult is willing to go to all of UNM's branch campuses to do the screening. Catapult requires a minimum of UNM employees to show up at the health screens and, in the case of one branch campus, if the minimum is not attained UNM pays for the screening; • Catapult still has to turn in the numbers of how many UNM employees were screened and this data will be evaluated by UNM Human Resources. This data will be discussed with the Benefits Committee; • Items covered by screening tests: <ul style="list-style-type: none"> - Total Cholesterol - HDL Cholesterol - LDL Cholesterol - A1C - Triglycerides - Blood Pressure - Height - Weight - Abdominal Circumference • Testing will continue through October 2016, and Elaine explained that fasting for the screening is not required, but optional. 	
6	Changes to FLSA Compliance (Dorothy Anderson, HR)	<p>Fair Labor Standards Act (FSLA):</p> <ul style="list-style-type: none"> • Dorothy distributed a hand out to the committee that explained the changes being made to the Fair Labor Standards Act (FSLA) and then explained the changes; • Highlights of her presentation: <ul style="list-style-type: none"> - The Act was modified, May 2016, to increase the threshold for when an employee can earn overtime; - It only affects employees who are currently listed as exempt. This has no effect on hourly employees; - The minimum earning figure has jumped from \$23,660 to \$47,476. In three years the minimum will increase to \$51,168; - The Federal date set for UNM to be in compliance is December 1, 2016, but UNM has tentatively set a target date of November 12, 2016, to move exempt employees to non-exempt status and begin a bi-weekly pay period; - Human Resources has met with President Frank, Chancellor Roth, and EVP Harris to explain this process; - Any pay grades 12, or below, will remain unaffected by this change; - The cost of this change is \$160,000 and was split between Main Campus, the Health Science Center, and the branch campuses; - An all campus announcement of this change will be sent out August 11, 2016; - Two large trainings will occur: One for employees and one for Supervisors. The scheduling of these trainings is still in the planning process and the trainings will occur numerous times; - Written notices will be sent to all affected employees and their supervisors. Approximately 900 exempt employees will become non-exempt; - Additional information can be found at: https://hr.unm.edu/flsa-update-overtime https://www8.unm.edu/apex/ods/f?p=145:1 	

7	Other HR Business	<ul style="list-style-type: none"> • The next Board of Regents meeting will be held on August 18, 2016, in the SUB. President Frank will speak on cost saving measures that have been taken in the past. He will also speak on cost saving measures for the coming year. At this time Human Resources could not speak on what exactly the President's cost saving measures will be; • Elaine reported that Human Resources is moving forward with the prescription drug RFP. She requested that both a staff and faculty members volunteer to assist in this process and the selection should be made by the next Benefits meeting on September 13, 2016. Gene Henley suggested contacting Staff Council President Daniel Callan, and Faculty Senate President Pamela Pyle, for assistance in find the two volunteers. Fran said that she would send the emails out to Daniel and Pamela; • HR had its first meeting with the Procurement department. The Procurement Agent reviewed the state statute requirements and informed HR that they do not need to go out to bid at this time on the Rx RFP; • Fran announced that committee member Shawn Berman is a member of the Budget Leadership Team (BLT) and that she, Fran, is Shawn's back up from the Benefits Committee for BLT meetings that Shawn cannot attend. Glen Effertz followed up by stating that Leslie Eason is his back up for the Retiree Association's representation at the BLT meetings; • Glen also suggested that Human Resources report to the Benefit's Committee on Catapult's evaluation of UNM's Risk Factors, and the committee should begin thinking about how these results should be evaluated; • And, finally, Dorothy Anderson stated that she is always available to answer any questions the committee may have regarding HR issues. 	
8	VEBA Committee (Fran Wilkinson)	Fran announced that a VEBA meeting is coming up.	None needed
9	Retiree Association (Glen Effertz)	Glen reported that the Retiree Association has been off for the summer.	None needed
10	Policy Changes (Pamina Deutsch)	Pamina has policy changes that have occurred over the past year and she will report of them at the next Benefits meeting.	None needed
11	Next Meeting	Next meeting is scheduled for Tuesday, September 13, 2016 at 3:30 pm. Herzstein Reading Room, Zimmerman Library.	
12	Adjourn	Meeting adjourned at 4:45 pm.	