

# Faculty & Staff Benefits Committee Minutes

## Draft 1

**Meeting Date and Place:** Tuesday, 7/14/15, 3:30 pm, Herzstein Reading Room, Zimmerman Library

**Members Present:** Fran Wilkinson, Glen Effertz, Shawn Berman, Carol Bernhard, Marcia Sletten and Mark Maddaleni.

**Members Excused:**

**Guests Present:** Dorothy Anderson, Elaine Phelps and Mike Duran, Human Resources, Pamina Deutsch, UNM Policy Office, Crystal Davis, President Staff Council .

**Members Absent:** Theresa Ramos, Cenissa Martinez, Nicole Stephens, Lee Brown, Codruta Soneru, Karen Mann, Jason Wilby.

|   | Subject   | Notes   | Follow-Up   |
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| 1 | Call to order<br>(Fran)                         | Fran Wilkinson called the meeting to order at 3:30 pm, stating that this is the first meeting of the new fiscal year and introduced new committee member Mark Maddaleni, who is with UNM Staff Council. She then introduced Pamina Deutsch, UNM Policy Office, who, though not a committee member, will be sitting in on meetings throughout the year. Fran announced that she could not stay long at this meeting since she was asked to speak at the Faculty Senate Operations Committee which was meeting at the same time in the Roberts Room, in Scholes Hall. She would turn the meeting over to her co-chair, Carol Bernhard, and then re-join the Benefits Committee when the committee joined her, and the Operations Committee, at 4:30pm in the Roberts Room to address the Operations Committee on the duties of the Benefits Committee. This request was made by faculty senate president Dr. Steffan Posse.   | None needed |
| 2 | Election Affirmation<br>(Fran)                  | Fran began the meeting by telling the committee that they need to hold an election affirmation during the current meeting to affirm the current membership, co-chair and new member based on the election held during the last meeting. Mike Duran made a motion to accept the election results and Shawn Berman seconded the motion. All committee members agreed to the motion. Introductions were then made around the table to introduce the members to Mark Maddaleni.   | None needed |
| 3 | Review and approve agenda and minutes<br>(Fran) | Elaine Phelps requested that a new item be added to today's agenda. "The Flexible Spending Account", which would address how the committee wants to address how the HR benefits should carry over at the end of the year. Shawn made a motion to approve the agenda as amended and Mike seconded the motion. All committee members were in favor of the motion. Fran offered the committee the June 9, 2015 minutes, with changes, and a motion to approve was presented by Glen Effertz and seconded by Marcia Sletten. All committee members approved the minutes. Fran then left the meeting and turned the proceedings over to Carol.   | None needed |
| 4 | Human Resources Updates<br>(Elaine)             | <p><u>Healthcare Wait Period for New Employees</u></p> <ul style="list-style-type: none"> <li>• The question from the last meeting was whether the waiting period for new employees to get healthcare could be changed. She discussed it with Dorothy Anderson, VP Human Resources, and they found that the wait period could not be changed for the current year. But they will continue looking at the next year since they do not believe the policy is 'carved in stone'. They will update this item for the next meeting.</li> <li>• Carol asked if there was any additional information from the last Regents Finance &amp; Facilities meeting where there was a question from Dean Peceny about the possibility of grandfathering in faculty that were hired to begin work on August 1<sup>st</sup>, when the decision was made before August 1<sup>st</sup> not to include them in the post retire healthcare benefits. At the meeting Regent Koch said he would consider it. Dorothy reported that at this time there has been no additional conversation with the regents on this issue. Only the regents can change this issue and it would also require a VEBA change. At this time this issue is not even on the agenda for the next F&amp;F meeting.</li> </ul> | None Needed |

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|   | Human Resources Updates (continued) (Elaine)                           | <ul style="list-style-type: none"> <li>• Carol asked if the Year End Financial Update was ready and Elaine reported that it was not ready at this time but should be ready by September.</li> <li>• RFP's – Elaine reported that everything is fine for RFP's for now but that some will be coming up next year.</li> <li>• Carry Overs – Elaine reported that a new IRS provision allows employees to carry over \$500.00 into the next year, and following years. This topic will be further discussed at the August meeting of the Benefits Committee.</li> </ul> | None needed |
| 5 | VEBA Update (Carol)  | There is no VEBA update.   | None needed |
| 6 | Retiree Association (Glen)   | No update.   | None Needed |
| 7 | Recap of Board of Regents Finance & Facilities Meeting (Elaine & Mike) | <p><u>History &amp; Current Status of Self-Insured Health Care Benefits Program</u> – <i>Please see attachment of the Board of Regents Finance and Facilities Committee Meeting Agenda at the end of the minutes. This contains the information from Dorothy, Elaine and Mike's report to the Regents.</i></p> <p>Dorothy added that Elaine will be sending out a mid-year announcement, regarding benefits, which will include some of this information.</p>  | None needed |
|   | Next Meeting   | August 11, 2015.   |             |
|   | Adjourn  | Meeting adjourned at 4:20pm.<br><i>Committee members adjourned and proceeded over to Scholes Hall, Roberts Room, to join the Faculty Senate Operations Committee meeting.</i>  |             |

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