

## Staff Advisory Committee

January 8, 2020

**Attending:** Arlo De Rosario, Fonnice Boyce, Patty Sellers, Sarah Irizarry, Rachel Carroll, Kathleen Stewart, Tina Ellet, Donna Cassario, Affan Faruqi, Regine Diehl, Donna Sewell, Laura Danner, Evan Olsen, Steve Czagas, Jennifer Nesmith, Jillian Leclerc, Lee Karnbach, Elizabeth Middleton, Robin Run

The meeting was called to order at 9:30 am by Chairman Evan Olsen. December minutes were reviewed and approved.

### Special Guest(s)

Presentation from the Department of Human Resources by *Dondi Kuennen, VP Human Resources, Karen Hill, Leave Specialist and Melissa Huggins, Benefits Specialist*

Dondi shared an update on several topics to include:

#### Performance Reviews

Forms-Comment area added (as a result of a suggestion from SAC), Supervisors having quarterly meetings with their employees, and changes that will come with *Workday*, such as peer feedback and a self-evaluation.

More discussion about *Workday (Going live on July 1)*. She shared that every employee will log in and navigate the system and very important to update their personal profiles and correct any inaccuracies. Merit increases will be implemented when the HR portion goes live. Each department will be allotted a 3% increase based on current staff, to their budget and then will be assigned to employees as merit increases based on Performance reviews.

Melissa shared about our Benefits and Open Enrollment (OE) for plan year April 1, 2020 – March 31, 2021

Open Enrollment (OE) this year will be “Passive” and on the ICUBA website as in past enrollments. Flexible spending does not rollover. All other benefits would stay the same if you take no action. Next year OE will be on *Workday*. There will be three days of meetings and one will be recorded to view on the website (Feb. 10, 11 and 12). OE will be Feb. 12 – 21. Melissa will do the presentations this year. There will be a 3% increase to our premiums however the University will take half of that (1.5% for the employee), which is incredibly low compared to other companies. She talked about ICUBA/ FIT being Self-Funded as compared to Fully-Funded. ICUBA did an RFP and we have a 6 year contract with BCBS. The focus of the presentations this year will include another mention of the Teledoc program, details on Surgery Plus and a change with our offering of AFLAC (much lower rates will be offered and can be chosen during OE and payroll deducted).

Question was asked about Gym Memberships. On the BCBS website look at Blue 360 for discounts to many Gyms.

Karen shared about Leaves of Absence and FMLA as well as our Wellness Programs and upcoming events.

The Family Medical Leave Act (FMLA) was created to protect an employee’s job while on a medical or family medical Leave of Absence (LOA). This is provided for up to 12 weeks and is unpaid, unless the employee has sick or vacation time available. It can also run concurrent with short term disability (through Semetra and there is a certification process) which pays 66.67% of your salary (there is an elimination period of 2 weeks). FMLA can be continuous or intermittent.

Wellness Program-One goal that Karen has to increase “male” participation. She is trying new programs that might be attractive to males. April 1 is our first ever Dodgeball Tournament! Other upcoming events include: Retirement Planning seminar, Science of Healthy Eating, Big Day of Service, another Retirement Planning with

vendors, Keep Brevard Beautiful Beach Clean- up and the Corporate 5K. It was mentioned by Donna Sewell of the Funk Center that they are offering YOGA 4 – 5:15pm Feb. 13 – April 23 on a donation only basis.

### **Subcommittees**

Benefits Subcommittee– Sub-Chair is Rachel Carroll

This committee will help with a table during the OE meetings

Communications Subcommittee Sub-Chair is Arlo Del Rosario

No report

Membership Subcommittee– Sub-Chair is Patty Sellers

This sub-committee should meet before the next SAC meeting

Outreach Subcommittee – Sub-Chair is Sarah Irizarry

This committee should partner with the Benefits sub-committee to help with the OE table.

Safety/Security Subcommittee – Sub-Chair is Elizabeth Middleton

No topic discussed

### **Staff Suggestions (Box)**

No suggestions to address

### **Other/Open Discussions**

No discussion

Next Meeting scheduled for February 5, 2020

Meeting adjourned at 11:30 am

Submitted by Donna Cassario