

EMPLOYEE BENEFITS COMMITTEE MINUTES

November 30, 2011

Present: Mike Akers, Dan Cook, Amanda Grose, Hal Irvin, Monica Mathena, Kim McKinnie, Angela King, Robin Simpkins, Cynthia Rutherford, Marilyn King, Anne Zajac

Absent: Jack Finney, Godmar Back, Allison Rubio, Judy Taylor

Chair, Dan Cook, called meeting to order at 2:03pm.

- I. Welcome & Introduction – Presenter: Dan Cook
- II. Use of McComas Hall Gymnasium – Guest Speaker; Cynthia Rutherford, director of Wellness
 - Dr. Ferraro submitted proposal with an approval of pilot program allowing 250 Faculty/Staff memberships to McComas, for use of facilities at their convenience and charge reasonable cost.
 - Proposed a test of 250 to see how it would work, will use either a lottery or first come first served system.
 - Start date of spring semester with fee of \$64.50, with additional fees of \$22.00 for additional class.
 - War Memorial closed for summer, due to renovations (locker facilities and couple classrooms). New showers and lockers- updating modestly
- III. 10/26/2011 Minutes
 - Minutes of the October 26, 2011, meeting approved as written.
- IV. Leave Reform Proposal – Dr. Hal Irvin
 - Summary of Comments from on line survey
 - Received 350 responses
 - 97% are opposed to the proposal for a variety of reasons
 - Next step is General Assembly.
- V. VT Employees' Spouse and Dependent Scholarship Program Committee
 - Amanda Grose and Marilyn KING HAVE volunteered for committee along with help from Marilyn King.
 - Committee will work with Randy Holden and Susan Greco from the department of University Development.

VI. Committee Meeting Schedule

- No meeting for December will resume in January

VII. FMLA Update-Robin Simpkins

- Currently able to access information either by contacting HR Service Center or on HR website. However information limited.
- FMLA forms are outdated and follow up required.
- Focus group found that improvement for providing instruction for employee and Supervisor was needed.
- Peer university web-sites reviewed for means of improvement. Found that Texas A&M stood out for several reasons. Will use for model to improve VT web-site.
- Improvements thus far FMLA packet added to wellness web-site
- Timeline for improvements are set to redesign FMLA request and Certification of Health Care Provider by 12/23/2011
- Redesign FMLA communications to employees and web-site by 6/30/2012

VIII. Request For Proposal for Long Term and Short Term Disability

- Out for bids
- Meet with several companies. Six responses.
- Pleased with results. Will narrow down on December 19th meeting.
- To present to Board of Visitors meeting in March
- To be activated in Summer of 2012

Meeting adjourned at 2:53pm.