



System Staff Council

June 14, 2013

8:30 a.m. – 4:00 p.m.

Cableland, 4150 E Shangri La Drive, Denver, CO 80246

Planning Retreat and Business Meeting

Attending:

Leo Balaban, Office of Information Security
Stephanie Ball, Risk Management
Darren Chavez, Academic Affairs
Jim Dages, Payroll and Benefit Services
Tracy Hooker, Human Resources
Jamie Joyce, University Counsel
Debbie Martin, Internal Audit
David Pierce, University Controller
David Poticha, Technology Transfer
Teena Shepperson-Turner, Risk Management
Nancy Sicalides-Tucker, Payroll and Benefit Services
Tricia Strating, Employee and Information Services
Tony Tolin, Procurement Service Center
Amanda Ulrey, University Relations
Lisa Vallad, University Controller

Absent:

Judy Anderson, University Counsel
Lisa Carr, University Information Systems
Lexie Kelly, University Treasurer

Guests Attending:

Gena Trujillo, CU Health Plan

Planning Retreat

Gena Trujillo, Benefits Administrator from the CU Health Plan attended the retreat to address several questions raised by SSC.

1. How are benefits chosen for the CU health plans?
 - Gena said that plan administrators look at whether or not the coverage for a new benefit is affordable by the employee. They also look at how the benefit would affect the health of the employees, i.e. would they get better, cured or be able to maintain their health better based on their condition if the benefit were added. In the past, the trust employers' group has solicited benefit addition and deletion ideas from both employees and medical experts. The change must be data driven, have medical support and make sense for the population. Further reporting and aggregate data must also support that the benefit is helping.
 - Gena noted there is a health benefit panel made up of professionals from all of the campuses who go through various proposals looking for medical evidence of a



proposed benefit. They recommend which proposals seem viable and which need further study. Some examples of proposed benefits that are currently being studied further include behavioral health, MRIs versus injections to alleviate back pain and medical coaching at clinics.

- Another method of getting benefit ideas is to survey to all employees in the trust health plans. Last fall, the CU Health Plan received 145 responses from all campuses and the other employers and only had three benefit proposals with enough medical evidence to support adding them: a voluntary vision plan, paying for adult hearing aids and a diabetes management program.
 - Gena said that benefits are continually assessed and there is always the possibility that a benefit may be dropped if the data shows it is no longer useful.
 - Gena addressed the question of adding alternative medicines to the CU health plans. She noted that although many people suggest adding AM as a benefit, current medical evidence still does not support it. Plan administrators are looking into what data can be pulled together including surveys and existing studies. Gena suggested that SSC work with alternative medicine providers at AMC to determine how a study is done, what studies have already been done, and how it would provide evidence. Gena reminded SSC that health flexible spending accounts can be used to pay for alternative medicine.
2. Can CU students be included in the trust?
 - Gena said that in the last 1-1/2 years, CU administrators from each campus have been reviewing whether or not students can be included in a CU health plan. As of last fall, the campuses decided to not join the trust because they each have their own student health plans with more control over their options.
 3. Can debit cards be used for the flexible spending accounts?
 - Gena said that when CU first engaged ASI for the flexible spending accounts, using debit cards didn't work well and caused a lot of problems. Now the process is getting better/easier and CU is considering it again. Plan administrators are soon going out to bid on the flexible spending vendor and will likely request debit cards as part of the bid. She said this process of adding debit cards will probably happen in the next 1-2 years.
 4. Why doesn't CU offer 529 plans for employees?
 - Gena said that CU does not offer 529 Plans directly to employees because individual employees could go out into the market and get a better deal. Some employees have expressed interest in having CU offer something. Plan administrators are now researching options but this would be an ancillary benefit, not a trust benefit.
 5. What are some of the new wellness program offerings?
 - The Be Colorado wellness program is looking at the whole individual with the Move walking program, health risk assessments, biometric screenings, and the integration of wellness into health care plans. Upcoming programs will include smoking cessation, Weight Watchers at Work and a kids program similar to Move. They are also looking at Move to see how the program can be expanded to other devices or programs. Be Colorado has also been working to get discounts to 24 Hour Fitness, Curves, and some other fitness centers.
 6. Why is there a call for a faculty member on the trust but not a staff member?



- Jill Pollock is the staff representative to the trust. An initial commitment was made that if an additional seat ever opened on the trust, then it would be a faculty member.
7. Who do we contact if there are additional questions or suggestions?
- Email to trust@cu.edu.

SSC Committee Assignments

The following are the committee assignments for 2013-14.

- Events – Tony Tolin, Jamie Joyce, Amanda Ulrey, Lisa Vallad, Nancy Sicalides-Tucker
- Communications – Stephanie Ball, Tricia Strating, Leo Balaban, Jim Dages, Debbie Martin
- Outreach – Lisa Vallad, David Poticha, Nancy Sicalides-Tucker, Darren Chavez, David Pierce, Stephanie Ball
- Brown Bag ad hoc subcommittee – Tricia Strating, Judy Anderson, Darren Chavez, Lexie Kelly, Amanda Ulrey, Erin Russell (non-SSC member)

Business Meeting

Treasurer's Report – Debbie Martin

There were no new expenses since last month.

UCSC Report – Tricia Strating

Tricia Strating reported on the following items from the May and June UCSC meetings:

May 23, 2013 – UCSC Meeting at 1800 Grant Street

- Briefly discussed unification within UCSC – how to improve communication between the campus staff councils (to be discussed more at future meeting)
- VP Jill Pollock attended and addressed the following issues or questions:
 - UCSC discussed concerns about the lack of succession planning and potential for abuse in hiring working retirees.
 - Jill noted the APS on working retirees is a step in the right direction and will need to be reviewed again soon – could potentially put a more firm time limit on length of retiree service. The APS does include both PERA and ORP working retirees
 - Be Colorado Move app – 1201 people currently enrolled or 7.8% of all CU employees; 40% met their goal in April
 - Total Rewards Project
 - Phase 1 – Compensation: looking at structures in place for university staff, changing job titles and families
 - Goals of the compensation phase:
 - Pay at market, not above
 - Determine how to reward high-achieving employees
 - Train supervisors to administrate new compensation plans
 - ID opportunities for variable pay, e.g. one-time monies, non-base-building
 - Phase 2 (next) – Look at the evaluation process



- Phase 3 (future) – Look at professional development
 - CU Foundation employees – 142 CUF employees to become CU employees. Will be employees of their campus
- PTFE Update – Leonard Dinegar and Dan Montez updated on the PTFE Assessment preliminary results
- Regent Chair Michael Carrigan spoke briefly and thanked everyone for their service to shared governance.

June 13 – UCSC Meeting via video conference

- The trust is now soliciting nominations from Faculty Council and UCSC for a faculty voting rep to the trust. Nominations are due by July 26.
- UCSC still needs a secretary
- UBAB Update – there will be a mini open enrollment in October 2013 for those employees who do not have health insurance coverage before the Affordable Care Act takes effect in 2014.
- Volunteer leave – campuses will research what they each offer for volunteer leave and will possibly offer recommendations for a system-wide policy to address inconsistencies among the campus policies. This will likely be a big topic for FY2014

Chair's Report – Leo Balaban

Leo Balaban reported on the following items with the chair/vice chair monthly meeting with VP Leonard Dinegar:

- How can we, as a council, function most effectively? VP Dinegar gave them some ideas.
- Fellowship/scholarship for a staff member - VP Dinegar would like to bring up the idea to the other vice presidents and has asked SSC to put together a proposal.

Communications Committee – Tricia Strating

No report

Events Committee – Debbie Martin

No report

Outreach Committee – David Pierce

David Pierce reported that the Outreach Committee would like to send out a thank you email for the recent food drive. The committee has also started a team for the JDRF Walk on September 8 and instructions on how to join the team will be sent in an email.

Grant Street Working Group – Nancy Sicalides-Tucker

Nancy Sicalides-Tucker reported that the last meeting of the Grant Street Working Group was a summary of the work done by the sub-committees. A list of suggestions was prepared to submit to the VPs. The invitation for the Bike to Work event was sent yesterday by the Health and Wellness Committee. All the committees are moving forward.

Miscellaneous Discussion Items:

Tricia Strating led a discussion about the current protocol for handling communications from SSC. A brief discussion ensued about whether or not we should start using Harris to send all



communications but Amanda Ulrey noted that Harris has been sold and University Relations is looking for a new vendor to handle communications. This process may take several months.

There was a discussion about how to improve the Student Employee of the Semester award process. The following items were discussed:

1. Need to be clear and concise in the instructions for the award so that all nominees are presented well
2. Limit how many one person can nominate
3. Form a selection committee to choose the SEOS
4. Would be helpful to show an example of a good nomination and bad nomination letter on the website
5. Possibly look at the instructions for the Thomas Jefferson award (Darren will send to group)
6. Add wording to the instructions that says decisions will be based entirely on the nomination submission and therefore, submissions should be detailed
7. All must be individual nominations – one letter per person per submission
8. Possibly have an ad hoc committee to discuss criteria for the nomination process, which will make suggestions and bring to a vote of whole SSC.

There was discussion about a possible donation policy if there is leftover money in the SSC accounts at the end of the fiscal year. The question was whether or not we could donate the leftover money to another group or event. It was decided that if there is leftover money, we should simply explain in a letter to VP Dinegar why we didn't use all the money in a budget to actual variance report with a line item expense explanation, and we should ask for a rollover of this money to the next fiscal year. David Pierce agreed to create such a memo for VP Dinegar this year.

Amanda will meet with Elizabeth monthly to coordinate a schedule of events and determine appropriate months for the four major events (President's Employee of the Year and Service Awards, Staff Appreciation; Toy Drive; Supervisor Appreciation). We need to clarify if Elizabeth is planning on \$2000 from SSC and our help for the Rockies baseball game employee appreciation event before we decide if we're having a separate event.

SSC discussed having an employee orientation to welcome new employees to 1800 Grant Street. It was decided that the Communications Committee would put together an informational flyer for SSC welcoming new employees. Tracy will put together a report each week letting the appropriate SSC representative know if there is a new employee in their department or floor. David Pierce and Nancy Sicalides-Tucker will work on possible merchandising. We would like to begin this project on July 1 if possible.

It was discussed that pre-planning for events should begin earlier and communications for all events should be improved to get people excited to participate.

The meeting was adjourned 3:56 p.m.