Call to Order – Chair Kimrey Miko

- Called to order at 3pm

Group Photo

- Photo from 3-3:15pm

Presenter: 3:05pm-3:35pm

Lee Ann Goff – Director of University Benefits

- State Health Plan Updates/Changes for 2018
  - Open enrollment now until 10/31/17
  - Got rid of 85/15 (CDHP)
    - Did this to reduce costs – not cost effective and not many people enrolled in it
  - Got rid of the two wellness credits you saw with the 80/20 plan.
  - Employee only premiums raised for both 80/20 and 70/30.
  - Benefits of 80/20 and 70/30 plan are the same – such as co-pays
  - System defaults you to 70/30. You have to log in and enroll in 80/20 if you want that plan.
    - Still have to log in and accept the 70/30 plan as well.
    - There is a premium for 70/30 this year ($25/month).
  - Higher premiums if you smoke
  - 80/20 still need to list PCP as you will get the lower co-pay at their office, but it will not help lower your premium
  - 80/20 = $110 if employee only and you smoke per month
  - 70/30 = $85 if employee only and you smoke per month
  - Enroll in QuitLine NC or do tobacco free credit, you get a $60 credit in each plan
  - 80/20 = $50 monthly, 70/30 = $25 monthly if you get the credits
  - No change in plan benefits for 2018 (copays, prescriptions, etc.)
  - Vidant not blue options designated (B.O.D.) hospital – you have to pay the first $450 on 80/20; $0 if you go to a B.O.D. hospital
  - 70/30 = no ACA preventive services for free; 80/20 = ACA preventive services are zero cost
  - Only people that will get a new insurance card are people that make changes to their plan or new enrollee’s – if you keep the same plan, you will not get a new card
  - Write down your confirmation number from your enrollment – will need this to look up what you did if there are any issues.
  - New eye insurance – EyeMed
    - Larger network
    - Lower premiums and higher frame and contact lens allowance
  - Dental: lower rates on high option
  - FSA you have to enroll in each year

Approval of Minutes – Anna Logemann

- September 14th, 2017 Minutes
  - Any changes: none
  - First: Shelby Donnelly
  - Second: Kara Ousley
  - Passed: All approved; none opposed
Executive Committee Comments

- **Chair – Kimrey Miko**
  - Staff Emeritus call went out on ECU official
    - Promote in your department and with your constituents
    - HR committee will review these and assist in the selection once ECU’s HR says they are actually eligible
    - Award given out in March
  - Janet B. Royster scholarship is open – sent out on announce
    - Maximum award is $1000
  - SECC campaign is going on
    - Great prizes this year
  - Leadership roles in Staff Senate
    - Think about them – lots of opportunities and chances to build your resume

- **Chair Elect – LuAnn Sullivan**
  - SECC – encourage you to participate

- **Secretary – Anna Logemann**
  - Sign in if you have not
  - Volunteer hours link was emailed out last week – submit your hours if you would like
  - Sign-up sheet up front by sign-in sheet for those who can volunteer at the health fitness walk
  - Pick up a flyer for the Staff Senate night at McAlister’s – you must bring the flyer with you on Monday 10/16/17 for staff senate to get part of the proceeds

- **Treasurer – Todd Inman**
  - State: $2492.28
  - Discretionary: $2069.29
  - Gail Jordan Scholarship Fund: $2659.39
  - Children of SPA Scholarship Fund: $2790.94

New Business

- **Amy Sweers – By-Laws Committee**
  - Propose a by-laws change in section 2.1
    - 2.1 A: change to January from February
    - 2.1 C: change to a minimum of twenty-one (21) days with a maximum of thirty (30) days from only saying twenty-one (21)
  - Shelby Donnelly: reason for second change – 2.1C?
    - Amy: In case there is ever inclement weather, and we have to miss work
    - How will you open nominations?
      - Start with 21 work days – count them out. If they need to extend for any reason they will count out 9 more work days
      - Will depend on the circumstances
      - Goal is to keep it 21, but allows for room if unavoidable circumstance happens
  - Motion to change 2.1 A and C: made by Candace Darden, second: Kara Ousley
  - Motion passed – all voted yes
  - Joel Stocks asked that we send out updated by-laws to all of SS once updated?
    - Yes we will

- **Discuss adding a Parliamentarian and/or Vice Chair position to the Staff Senate Executive Committee**
  - Reason to add Parliamentarian? To aid with Roberts Rules Of Order (RROO) and work closely with by-laws committee to help out
    - Will know RROO in and out
  - Reason to add Vice Chair? To assist if the chair leaves mid-year, they would be able to step right in, chair elect stays where they are (to keep learning), that way someone would not have be chair for 1.5 years or so
    - Vice Chair would be able to step in cover
    - Nick Ballestrieri: Do other organizations have chair-elects?
- Yes; this mirrors staff assembly

- Lisa Hodges: Parliamentarian come from inside SS or outside person? Since they would have to know RROO
  - Could be either way – could be a consultant, etc.

- Joel Stocks: How would VC and Chair Elect duties differ?
  - VC would be a silent member, but be on the same page as the Chair – shadows them
  - VC would step in to cover if chair had to leave their duties
  - Make the transition easier while CE still learns their role

- Helen Lovett: What are the requirements for a parliamentarian and how are they voted on?
  - We have not ironed that out yet
  - Dawn King: discussed a lot of options
    - Consultant or voting member of SS (member of SS)

- Brian Stutz – like the idea of a vice chair, but thinks we need to add other duties to this position.

- Shelby Donnelly: Vice chair would be helpful to chair to spread out going to committee meetings – won’t have it to where it is as much time out of the office for the chair

- Nick Balestrieri: if we do add a vice chair – how would that affect the money that is allocated to the chair position to help hire someone to assist their office while they are absent? If we add a vice chair, but not a parliamentarian, could we have the chair elect act as the parliamentarian – they would need to know RROO.
  - HR would have to approve the time commitment

- Helen Lovett: How much work would have to be done to update all the documents and job descriptions? How much work would have to be done to update all of the policy and procedural documentation for this position?
  - It would be a lot, that’s why we want to start on it now
  - What is the chair elect not doing now, that they could be doing – can their duties increase?
  - Is there an equitable distribution of work?
    - Come January LuAnn will be going to a majority of the meetings instead of Kimrey, to get her feet wet; start taking a larger role in staff senate meetings – start integrating her more that she is now

- Dawn King: vastly different skill set between being a parliamentarian and being a chair
  - One is keeping meeting in order, one is leading the meeting

- Lisa Ormond: may be helpful to show them the duties of a vice chair and the duties of the Chair elect – that way they can see the difference

- Kimrey Miko – something we can get together to send out

- Vote – in favor of working toward a vice chair position: 5 opposed, the rest yes; Parliamentarian: 3 opposed, the rest yes

**Committee Reports**

- By-Laws – Amy Sweers
  - Working on revisions to Article IV Section 4.0 and 4.1 – holding off until they presented their information today

- Communications and Marketing – Robin Mayo
  - SS Website – working hard on
  - What do you want on your committee pages – please send to Robin to add to it to the website

- Diversity –
  - Planning a meet and greet
  - Creating diversity photo database
  - Working on having a speaker
  - Diversity seminar on 10/19 – 9 seats available
Film at Joyner Library in November

- Human Resources – Shelby Donnelly
  - Employee Assistance Fund
    - Came up with a road map to get this going
    - Will have more on this next month

- Rewards and Recognition – Todd Inman
  - Fitness walk postponed to 10/17
  - Need volunteers
  - Signup sheet up front
  - Can email Todd or Michelle Messer to volunteer
  - Kimrey will be there
  - Still need vendors as several have backed out due to the date change

- Scholarship – Kimrey Miko
  - McAlister’s night – need the flyer
  - Forward the flyer to your constituents and co-workers

- Membership – Amy Eason
  - Working on on-boarding process for a new senator

- Leadership and Professional Development – Nick Balestrieri
  - Charges added to by-laws
  - Finalized committee goals
  - Planning Ballard’s Ball – in March 2018
    - Need a speaker for it
  - Stress speaker – Janice Pittman  Stress Management – coming to November Staff Senate meeting
  - Another speaker in first part of the year

Announcements

- **Staff Senate Night at McAlister’s**
  - Monday October 16th, 5pm-9pm
  - **Must present the flyer at point of purchase**

- **Next Staff Senate Meeting**
  - Tuesday November 7th, 2017 at 3pm in ECHI Conference Rooms

- **Board of Trustees Meeting**
  - Thursday November 9th, 2017 and Friday: November 10th, 2017
  - Location: East Carolina Heart Institute

Adjournment

- Adjourned at 4:37pm
  - Motioned by Nick Balestrieri
  - Seconded: Kara Ousley
  - All approved