

EAST CAROLINA UNIVERSITY
STAFF SENATE MEETING
Tuesday October 10th, 2017
3:00 p.m. – 5:00 p.m.
ECHI Conference Room

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 ECUs 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 Balestrieri: 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 to be a parliamentarian and how are they voted on?~~ **What are the qualifications 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