

# Faculty & Staff Benefits Committee

## Meeting Minutes

March 18, 2019

3:00 p.m. to 4:30 p.m.

Human Resources IC-105 Conference Room

3280 Progress Drive, Suite 100

<b>MEETING CALLED BY</b>	Dr. Edwin Torres, Chair
<b>ATTENDEES</b>	Maribel Amaro-Garcia, Synithia Dowdell, Dennis Dulniak, Cecilia Elias, Frank Guido-Sanz, Tania Gutierrez-Catasus, Brian Kim, Ashley Longoria, Jodie Nichols, Karen Sgambati, Edwin Torres
<b>ABSENT:</b>	Maureen Binder, Shelia Daniels, Lynda Dennis, Ann Gleig, Kathie Holland, Lin Huff-Corzine, Joanne McCully, Peggy Nuhn, Axel Schulzgen, Justine Tigno-Aranjuez, Stacy Van Horn, Xiaochuan (Sharon) Wang

### AGENDA TOPICS

<b>TOPIC 1: WELCOME</b>		<b>PERSON: EDWIN TORRES</b>	
<b>DISCUSSION</b>	Chair Torres welcomed the committee at 3:02 p.m. on Monday, March 18, 2019. <ul style="list-style-type: none"><li>A motion was made by Frank Guido-Sans to approve the minutes from the previous meeting on Monday, February 4, 2019. The motion was seconded by Maribel Amaro-Garcia and passed unanimously.</li></ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
No action items at this time			

<b>TOPIC 2: DISCUSSION OF POLICY 3.001-3</b>		<b>PERSON: DENNIS DULNIAK</b>	
<b>DISCUSSION</b>	Currently, the issue of retiree email is bargained under the United Faculty of Florida (UFF) contract. Retirees keep their email for 12-months, then it converts into a knights email account. It has been expressed that many retirees still use the email account and do not want it converted into a knights account. Additionally, the retirees would like to retain the same level of parking decal—they do not want a reduced level of decal upon retirement. <ul style="list-style-type: none"><li>In February 2019, the policy was revised to clarify the current UCF retiree eligibility and processes</li><li>Dennis Dulniak stated that HR had a responsibility to bring the policy before the committee for review before being submitted to the policy committee</li></ul>		

	<ul style="list-style-type: none"> <li>Ashley Longoria stated that benefit related policy changes are typically only brought to the committee if the proposed changes are within the scope of this committee, which they felt was not necessary in this instance, because the policy was simply clarifying the current processes in place</li> <li>Dennis Dulniak made a motion to have HR bring all benefits related proposed policy changes brought before the Faculty and Staff Benefits Committee for review before the policy is updated. The motion was seconded by Maribel Amaro-Garcia and passed.</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
No action items at this time		

TOPIC 3: RETIREE EMAIL UPDATE		PERSON: KAREN SGAMBATI
DISCUSSION	<p>Peggy Nuhn was unable to attend this meeting; however, Karen Sgambati presented an update at her request:</p> <ul style="list-style-type: none"> <li>Peggy reached out to UFF regarding retiree email issue and did not receive a response yet</li> <li>The current language reads, "University sponsored e-mail address. The University shall forward email from the employee e-mail account (name@ucf.edu) to the retiree's email about for 12-months"</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
No action items at this time		

TOPIC 4: OPS BENEFITS TASKFORCE UPDATE		PERSON: JODIE NICHOLS
DISCUSSION	<p>Florida Statute <a href="#">110.131</a> (3) states, "Unless specifically provided by law, other-personal-services employees are not eligible for any form of paid leave, paid holidays, a paid personal day, participation in state group insurance or retirement benefits, or any other state employee benefit."</p> <ul style="list-style-type: none"> <li>There is a proposed senate bill (SB 1584) requiring agencies that participate in the state group insurance program to review other-personal-services employees eligible to enroll in the program to consider their placement in authorized full-time equivalent positions</li> <li>University of Florida (UF) has recently changed their OPS policy, restricting them to two-years, depending on category</li> <li>UCF has no formal plan</li> <li>What is the process for hiring an OPS employee? No posting, less paperwork, challenging to get raises, no evaluations.</li> <li>With this law in the way – what can we do?</li> <li>Is it possible to receive updates on the plan and future developments?</li> </ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Request updates from HR regarding changes to OPS	Ashley Longoria	ASAP
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<b>TOPIC 5: HR WELLNESS COMMITTEE UPDATE</b>	<b>PERSON: ASHLEY LONGORIA</b>
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<b>DISCUSSION</b>	<p>Shelia Daniels, Chair of the HR Wellness Work Group, was unable to attend this meeting; however, Ashley Longoria presented an update at her request:</p> <ul style="list-style-type: none"> <li>• Our intention is that the HR Wellness Work Group will work in tandem with the wellness sub-committee formed from the Faculty &amp; Staff Benefits committee.</li> <li>• The HR Wellness Work Group recently met for the first time. When the group met, they decided that one person from the wellness subcommittee should serve on the HR work group as the Faculty &amp; Staff Benefits committee liaison with the intention of providing updates of what the sub-committee is working on as well as providing updates to the sub-committee on the progress of the HR Wellness work group. In jointly meeting, we can more efficiently decide what parts of the project pieces is best suitable to which group to tackle. That way, we “divide and conquer more ground” with the two groups divvying up tasks to be done toward a common goal being explored.</li> <li>• Any type of wellness initiative/program is a large undertaking, and the work group may run a year or two before any formal report and/or plans are determined. Subjects such as tax implications and system needs will have to be considered, which are items that are typically owned by HR. Also, the HR work group has someone with grant writing experience, as well.</li> <li>• The sub-committee elected Cecilia Elias as the liaison.</li> </ul> <p>Additional discussion:</p> <ul style="list-style-type: none"> <li>• Dennis Dulniak and Joanne McCully have expressed interest in serving on the HR Wellness work group, but their terms on the Benefits Committee are coming to an end soon—is it possible for them to serve in an ex officio capacity?</li> <li>• Survey-Monkey – proposed survey of five questions emailed to faculty and staff, sent out this semester?</li> <li>• Dr. Adam Wells replaced Dr. Redd in the Wellness Research Center. He will be hiring two graduate students assistants in May (FTE .75), but his budget is limited. He requests the results of the survey. He is interested in working with the subcommittee(s). Is it possible that we can work together on a grant? Is it possible to determine how many employees use the wellness center – perhaps a new entry system that ties into PeopleSoft – which is endorsed by the committee</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Survey Monkey Questions	Ashley Longoria	ASAP
Can Dr. Wells serve on the HR Wellness Work Group?	Ashley Longoria	ASAP

<b>TOPIC 6: NEXT MEETING</b>		<b>PERSON: EDWIN TORRES</b>	
<b>DISCUSSION</b>	Chair Torres asked the committee if another meeting was warranted this semester. The committee decided to schedule another meeting in April.		
<b>ACTION ITEMS</b>		<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Supply committee secretary with availability		Chair Torres	ASAP
Schedule a meeting in April		Karen Sgambati	ASAP