

**North Carolina State University  
Group Insurance & Benefits Committee (GIBC)**

**January 11, 2010 Minutes  
3:30 p.m.  
Administrative Services III Building, Conference Room 101**

**Members Present:** Robert L. Davis, Edmund Estes, John Franke, Jen Larkin Rowley, K.L. Murty, Linda Sellars, Carol Vreeland

**Members Absent:** Dennis Daley, Celeste Farr, Qiana Harvey, Dolores Lawson, Vicky Merritt, Jennifer Riehle, Joseph Roise, Roby Sawyers

**Ex-Officio Members Present:** Denis Jackson, Yvette Griffin

**Ex-Officio Members Absent:** Barbara Carroll, Sheri Schwab, JoAnne Woodard

**Call to Order:** Robert L. Davis, Chair, called the meeting to order at 3:35 p.m.

**Minutes:** Minutes from the December 14, 2009 meeting were reviewed. Because quorum was not met, the minutes could not be voted on and will be reviewed again for approval at the February meeting.

**Benefits Office Updates: Yvette Griffin, University Benefits Director**

- The Benefits Office is currently in the process of manually entering NC Flex data into the PeopleSoft System so that it is ready for payroll processing for the month of January.

**Leave Administration Unit**

- At the end of last year, all leave programs transitioned from Human Resources Information Management (HRIM) to the Leave Administration Unit within the Benefits Office. Prior to this change, the Benefits Office handled certain leave processes, but will now be responsible for all leave programs including sick and annual leave and adverse weather.

**Annual Enrollment**

- The State Health Plan (SHP) has announced that its annual enrollment for 2010 will take place in March, although specific dates have not yet been provided.
- The Benefits Office is currently working to prepare the online portal that employees will use during annual enrollment. In addition to the SHP, three other plans will be included on the portal- MetLife, Long-Term Disability and Hyatt Legal. The Benefits Office has been working with the vendor provided by the SHP to develop this site since the summer and is in the process of finalizing the site before it goes live.
- During annual enrollment, all members will be moved to the 70/30 PPO plan. To comply with the SHP's new wellness initiatives, all members must attest that they and their covered dependents do not use tobacco products or are

enrolled in a tobacco cessation program during the annual enrollment period to move to the 80/20 PPO plan. Employees will complete this attestation through the online portal.

- At this time, the Benefits Office does not have any additional information from the SHP regarding the process for the proposed random testing for tobacco use by members.

### **Wellness**

- The Eat Smart, Move More, Weigh Less program began this week at several locations across campus. This 15-week weight management program is focused on mindful eating and lifestyle changes and is offered through the efforts of NC Cooperative Extension Service and the NC Division of Public Health with funding from the NC State Health Plan.
- The Benefits Office worked with Campus Recreation to offer an on-site wellness program to Facilities employees this fall. The program was well received and will be offered in two components in the spring- an introduction class for those who did not participate this fall and a follow-up class for previous participants.
- Additionally, Campus Recreation is offering Pack Wellness, a comprehensive 12-week fitness and wellness program beginning February 2<sup>nd</sup>. The program cost is \$60 for gym members and will include work-out routines, health assessments, food diary analysis and wellness seminars on two days a week during the lunch hour.

### **Awards for Excellence**

- The nomination process for the Awards for Excellence program will begin campus wide in the coming weeks. Each individual college and unit will select winners who become nominees for the University Awards for Excellence Program and will be honored at the University Awards for Excellence program at the Talley Student Center Ballroom on June 8, 2010.

### **Employee Appreciation**

- Planning is underway for upcoming Employee Appreciation events, which are typically held in March.

### **H1N1 Vaccinations**

- Additional H1N1 vaccination clinics have been scheduled for this week and are open to all students, faculty and staff. The vaccination supply came from the Federal Government and NCSU was eligible to receive the additional vaccinations.
- The Committee requested additional information about the number of seasonal flu and H1N1 vaccinations that have been administered since the fall. The Benefits Office can supply this information at the next meeting.

### **New Business: Robert L. Davis, Chair**

- Robert L. Davis reviewed the current GIBC roster for members who will be rolling off the committee as of June 2010. The Provost's Office does not typically reappoint members whose terms expire, but will do so under certain conditions. Robert L. Davis asked the Committee if any members rolling off wanted to remain on the Committee for the upcoming year.

- Robert L. Davis addressed the Committee again on the issue of nominating a chair-elect for the 2010-2011 year. He reiterated the ease of chairing the committee since it functions well and maintains its traditions and procedures.
  - Carol Vreeland volunteered herself for nomination to serve as chair for the 2010-2011 year. The vote on this nomination was tabled until the February meeting because quorum was not established.
- Robert L. Davis asked the Committee to consider topics it would like to discuss and make a recommendation on before the end of the year. The Committee reviewed proposed topics that were discussed at the September meeting. The proposed topics included the following:
  - Reduction in the tuition waiver from three courses an academic year to two
  - Faculty spouse health benefits
  - The potential for the UNC System to separate from the State Health Plan (SHP) and offer its own benefits.
  - Revisit the idea of an on-campus health care facility
- The Committee voiced their opinions on these topics and several members said the most important item to them was the idea of an on-campus health care facility.
  - Yvette Griffin mentioned that a group in the Pathways Leadership Development Program (offered through Training and Organizational Development) recently did research and collected data for a proposal on this topic. She will contact the group and see if their proposal is available in electronic form as a reference.
  - Yvette Griffin also shared that the Benefits Office has had several conversations with stakeholders in this project in the past and will provide some information on this topic at the February meeting.
- Jen Larkin Rowley will replace Vicky Merritt on the ad hoc committee to review the results of the Faculty Well-Being Survey and the Staff Well-Being Survey. The sub-committee will try to mine out recurring issues that are important to employees and it will present its findings to the Committee in the coming meetings.

**Old Business: Robert L. Davis, Chair**

- The Committee did not discuss any new information regarding options surrounding MetLife and retirees. More information will be discussed and voted on at the February meeting.

**Adjournment:** The meeting adjourned at 4:12 p.m.

**Next Meeting:** The next meeting will be held on February 8, 2010.