

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

**March 8, 2010 Minutes
3:30 p.m.
Administrative Services III Building, Conference Room 101**

Members Present: Robert L. Davis, Dennis Daley, Edmund Estes, Jen Larkin Rowley, Dolores Lawson, K.L. Murty, Jennifer Riehle, Linda Sellars, Carol Vreeland

Members Absent: Celeste Farr, John Franke, Qiana Harvey, Vicky Merritt, Joseph Roise, Roby Sawyers

Ex-Officio Members Present: Denis Jackson, Yvette Griffin, Sheri Schwab, JoAnne Woodard

Ex-Officio Members Absent: Barbara Carroll

Guests Present: Joe Williams, University Benefits Office

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

Minutes: Minutes from the February 8, 2010 meeting were reviewed and approved as written.

Benefits Office Updates: Joe Williams, Assistant Director, University Benefits Office

Annual Enrollment

- The Benefits Office is currently focusing on the upcoming State Health Plan (SHP) annual enrollment, which will run from March 15 - April 9, 2010.
 - 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 an online portal.
- The Benefits Office has been working with the State Health Plan and its vendor for the online portal to test the site. The Benefits Office is hoping that its input from the testing will help make the site more user friendly for all employees.
- Annual enrollment for the SHP will be handled exclusively online. The Benefits Office will not be accepting paper attestation forms and will not accept forms from employees wishing to make changes to their coverage.
- The online portal to make changes and complete the attestation will not be live until the first day of annual enrollment, March 15, 2010.

- Employees failing to attest during the annual enrollment period will not have the opportunity to move to the desired level of coverage until the next annual enrollment period.
- Smokers must attest to participation in a certified smoking cessation program by completing the Physician's Certification Form, which is now available on the Benefits website. Employees must retain this form for audit purposes.
- The State Retirement System will handle Annual Enrollment for retirees through the online ORBIT system and will accept paper forms.
- Information sessions about the SHP annual enrollment will be held on campus in the coming weeks.
- A question was asked about the efforts to reach extension employees and employees who do not work on campus with this information. The Benefits Office has been working closely with the College of Agriculture and Life Sciences (CALs) to share and disseminate information to the county offices. Additionally, some video information sessions have been scheduled for these groups.

MetLife Life Insurance Proposed Alternatives for Retirees

- The results from the MetLife Life Insurance Proposed Alternatives from the February meeting were shared with the committee. The results were as follows:
 - Six responses (54.5%)- Alternative I
 - Three responses (27.3%)- Alternative II
 - Two responses (18.2%)- No Alternative Chosen
- The results report will be included in the recommendation made to the Vice Chancellor of Finance and Business.

Employee Appreciation Day

- The Employee Appreciation Day Carnival will be held on March 17, 2010 at the Talley Student Center. Employees are encouraged to attend for food and activities, which will take place around mid-day.
- The Benefits Office will also have staff on hand to assist with the SHP annual enrollment process.

Previous Business: Robert L. Davis, Chair

- Robert L. Davis addressed the Committee regarding the discussion from previous meetings concerning an on-site medical center. Mr. Davis continued the discussion from February's meeting from the Pathways Team Proposal, which centered around bidding with outside vendors for services or housing a facility in a new or existing structure on campus.
- Committee members were concerned with the scope of the project and thought it might be better to start a project like this in phases, with the ultimate goal of a fully operational center. Pharmacy services could be the goal of the first phase.
- The Committee discussed the advantages to an on-site medical center, which included reduced absenteeism and improved productivity.
- Although several committee members proposed working with Student Health Services, this might be difficult since SHS is funded through student fees and is intended to serve the student population.

- The Committee asked the question “where do we start?” with this broad initiative. Answers included:
 - Pharmacy services on campus
 - Attracting a major retailer to a nearby site, such as Mission Valley Shopping Center
 - Counseling services on certain health topics
 - Wellness initiatives
 - Working with a partner on Centennial Campus
 - Partnering with other groups on campus, such as Staff Senate, to build support for the idea
- The Committee discussed the new legislative wellness initiatives and decided that helping employees with some wellness programs could be a good first step towards a health center. As a starting point, the Committee suggested a proposal whereby the University would create a position for a full-time faculty and staff wellness coordinator to champion these efforts. Putting a person in this role, the Committee argued, would help promote healthy living on campus to employees.
- The Committee decided to look at job descriptions for wellness coordinators and have further discussion at the April meeting.

Faculty and Staff Well Being Survey

- Robert L. Davis reviewed the Faculty and Staff Well Being Survey results and shared with the committee the top concerns he uncovered in his reading of the results. These included:
 - Acceptance of years of service from local government
 - Tuition waivers for dependents
 - Health insurance coverage for dependents over 21 years of age
 - Benefits for domestic partners
- Robert L. Davis asked committee members to think about these items as potential topics for the 2010-2011 year.

Adjournment: The meeting adjourned at 4:35 p.m.

Next Meeting: The next meeting will be held on April 12, 2010.