

HEALTH, WELLNESS AND INSURANCE COMMITTEE

MINUTES OF January 25, 2006

Present: Donna Wittwer, Gaylyn Finn, Linda Hamilton, Terri Schaller, Pat Kelly, Steve Butts, Gardner Umbarger, Steve Jex, Monica Dietrick, Chris Haar, Diane Regan, John Stewart, Kathy Dean, Julie Barnes and John Stewart

Absent: Karen Wasson, Cindy Puffer, and Deb Bennett

The meeting was called to order at 3:30 p.m. Julie asked for introductions of everyone since the committee has many new faces this year. Julie brought up the minutes from the October meeting. The November minutes were adopted.

Donna started off with several agenda points.

- Started the discussion with open enrollment. HR is planning for now planning for open enrollment in 2007 as well as in finishing up from 2006.
- Donna stated that the 200+ forms that were outstanding at our last meeting resulted in benefits staff calling and e-mailing to those that were outstanding. At the end of the year, the outcome was that one spouse was taken off of the BGSU plan and sent COBRA notification. The person was primary on their own insurance. .
- Employee addresses continue to be a problem in the new system. Addresses are updated in the portal and go through SIS to HCM. HCM is set up with a local and permanent address. HR for benefit purposes uses the local address because the permanent address might be out of state or international address. Individuals are not changing the local address and the permanent address is coming over and mailings are coming back to HR with incorrect addresses. Please spread that information to your constituent groups in order to help with this problem.
- The spousal rule will again be an educational point and spousal forms will need to be returned to HR in every open enrollment.
- A project that the office is working on is taking our new hire orientation (records information, benefits, and retirement) to video. WBGU-TV will assist in the project and it will take out about 6 hours a week that will be given back to the benefits and records HR staff. Down the road the plan is to post it to the web site where all employees can access it at their leisure.
- Donna moved on to ask about the health risk appraisal on the Medical Mutual of Ohio (MMO) website. Diane Regan felt that it was cumbersome to register. John Stewart felt the same. It took Diane about 20 minutes to do this process just to get to the test- a disincentive she thought. Also, the test asks questions that typical person might not know- different levels of cholesterol, blood pressure, etc. She felt that if people cared about their health, they would take it, if not, they would not take the test. Also, Diane said that during the test, you could go out to five or six areas for more information- which was in an unsecured and entirely different point on the web site.
- A question was asked about identification numbers on Caremark cards. Terri said that through the Caremark system, we have all been assigned a 12 digit number. Caremark uses this number and the "P00" number for identification, which must change down the road to an "000" number.

- Gardner and a few others mentioned that they had a difficult time with Caremark's mail order and that it was easier to call a prescription in. Linda said that she still cannot use the on line process. Donna said that Caremark uses the BGSU # as a primary ID and the SS # as a secondary ID. Donna did mention that BGSU has had transition issues when Caremark changed the vendor location. Donna thanked everyone for the feedback and will use it in the future.
- Donna asked about the 24 hour nurse line. She said that she called just to talk to the nurse and ask about her training. Donna liked the software program available to the staff at the nurse line.
- Donna brought up that HR was working with Administrative staff to develop a sick leave bank. Administrative Staff supports this, but the bank would be "funded" by administrative staff and offered to all constituent groups. She brought up questions that will need to be answered, such as how would withdrawals from the bank be managed? Administrative would be donated vacation time and maybe sick time. Because of the Ohio Revised Code, classified staff cannot donate.
- Donna said she is exploring opportunities for employee paid vision care as an option. BGSU has offered employee paid vision in the past however it became so costly that the benefits of the plan were not as great as the cost. Therefore, it was dropped. However, as part of a coalition, BGSU is exploring employee paid vision options.
- Steve Butts brought up a question to confirm his thoughts. Is there a group health insurance policy at any organization that covers PT staff? Donna replied that she is working with Kent and MMO and a couple of other universities about a plan that could be offered to household dependents and part time employees paid by the employee.
- Linda Hamilton brought up a question that has come to her attention. Many people seem confused about taking time for FML. Donna gave the brief history of FML stating that many employers did not give sick time and if someone had an extended illness, there was no way for employees to protect themselves or their jobs. At BGSU, as everywhere else, employees can take up to 12 weeks a year for FLM. They might not be paid for the entire period if they do not have enough sick time to cover it. Most that have enough sick time are paid throughout the period. At BGSU, employees can go above the 480 hours (12 weeks) if needed as long as they still have sick leave time on the books. Regardless of how many hours of sick leave you have, the law requires BGSU to apply the FML to all people who are eligible for it.
- Donna suggests that you want to build up your sick leave balances. It is truly a salary continuance plan in the event an illness or injury precludes you from working.
- Donna said most FML cases are situation specific and have many variables. When people are going to be out due to a FML event, the best thing for them to be encouraged to do is call Diana Champ in HR.

Julie moved to adjourn the meeting. A group of individuals seconded. The meeting ended at 4:17 PM.

NEXT MEETING WILL BE FEBRUARY 15, 2006 AT 3:30 PM in CPOB, #1

Respectfully submitted,

Patrick D. Kelly

Patrick D. Kelly, Secretary