

Employee Benefits Committee Minutes

September 25, 2014

10:30 – 11:30 a.m.

Present: Tami Watson, Donna Raines, Sara Leftwich, Patricia Rodgers, Monica Mathena, Angela King, Godmar Back, Ashley Mauchley

Call to Order

Patricia Rodgers called the meeting to order at 10:35 am, welcomed those in attendance, and asked everyone to introduce themselves.

Minutes

The April 30, 2014 minutes were approved by the committee.

FMLA Update

A request for feedback regarding information that is provided when an employee goes on FMLA was requested. Angela King responded that the pack of information that is provided to employees and the HR website has had updates made to it. Changes have been sent to HR senior management for review. Angela King will ask Yohna Chambers to update the committee regarding the changes. A request to have the lawyers that reviewed the FMLA documents come to a committee meeting was made. Committee members want to make sure that Virginia Tech is in compliance and that current FMLA procedures are legal.

Aflac/Legal Resources Update

Aflac is currently on hold pending a contract with JMU. Negotiations have been slow. Once the JMU contract is in place, the Benefits Committee will be notified. If JMU chooses not to go through with its' contract with Aflac, Virginia Tech has two choices: 1) decide not to participate with Aflac 2) send the contract out for bid.

Legal Resources has had 315 people sign up during the initial enrollment period. Open Enrollment will run until the end of September. The number of employees expected to enroll in Legal Resources was 800, current enrollment is lower than

expected. This lower enrollment will not affect the current contract in place with Legal Resources. Enrollment is expected to grow as people learn of the benefit.

New Topics

Topics to cover for upcoming Benefits Committee Meetings were discussed. Increasing outreach to employees regarding benefits and what is offered outside of Open Enrollment sessions was an important topic and will be discussed at future meetings.

Clarification regarding when Evidence of Insurability through Minnesota Life is required was requested, specifically when an employee has a qualifying mid-year event. Monica Mathena will follow up and let the committee know the policy.

More education and awareness was requested regarding Flexible Spending Accounts.

Angela King discussed upcoming retirement planning sessions. There have been quite a few changes made from last year and many new programs have been added. Previously, the retirement planning sessions skimmed leave, health insurance, and other retirement topics. This year, more sessions have been added and the information will be more in depth. The plan is to offer more sessions next year if this year is successful. Angela discussed two sessions specifically; The Starting Line and She's Got It. Both were added because it was found that employees are not saving on their own. These sessions are designed to help employees start saving for retirement.

Members were asked to email either Angela King or Patricia Rodgers with any topics that they wanted to discuss at future committee meetings.

Schedule

The Employee Benefits Committee meetings will be held on the last Thursday of every month at 10:30 am. The November meeting will be held on the third Thursday of the month because of the Thanksgiving holiday.

Adjourn

The meeting was adjourned at 11:20 am.