

Employee Benefits Committee Monthly Meeting
January 13, 2021
1:00 p.m.
Zoom Videoconference

Attendees: LaTawnya Burleson, Marie Bliss, Sara Leftwich, Leisa Shelor, Richard Shryock, Richard Ashley, Robert Weiss, Pat Donovan

Absent: Jennifer Earley (with notice), Brad Klein, Pamela Stell, and Brittany Guill May

Guests: Marsha McKay, HR Talent Development and Ann Cronley, HR Benefits (Retirement)

Opening:

The regular meeting of the Employee Benefits Committee was called to order at 1:03 p.m. on January 13, 2021 by Chair LaTawnya Burleson

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

Discussion

LaTawnya welcomed guests Marsha McKay and Ann Cronley to the meeting. Marsha began by sharing information about how her team approaches training programs that would be pertinent to the proposed retirement training materials being produced, and she and the Talent Development group are happy to be involved.

Ann stated that she has been considering opportunities to make VT's retirement site more interactive and shared UVA's site as a reference. The Virginia Retirement System (VRS) site also has some engaging material. Emily Hilgendorf, HR Application Systems, mocked up a website and will be assisting in building the retirement training page and materials. She shared more about how the trainings will be branded ("Road to Retirement") and plans to make the offerings more visible and widely communicated, including through VT News.

The floor was opened for discussion and feedback. LaTawnya and Sara shared their support for the presented plan and the project overall. Rick likes the roadmap concept but shared that it seems heavily focused on VRS information. He referenced how the library makes information more accessible to users through employees dedicated to specific areas of expertise and wondered if benefits could utilize a similar system. Ann stated that sharing contact information for the employees who are responsible for different topics/benefit areas could be shared on the website. Including information from the VT Retirement Association group may also be useful to include in the website.

The presentation slides will be sent to the group post-meeting, and Marie would like for the group to look at the sites listed in the slides and explore other universities and the resources on the VRS site. As always, please bring any questions/feedback to the next meeting for discussion.

In the meantime, Ann will continue to work on creating the vignettes and dialogue for the materials, and Emily will continue developing the website.

Adjournment:

Meeting was adjourned at 1:38 p.m. by Chair LaTawnya Burleson. The next general meeting will be held at 2:00 p.m. on February 10, 2021.