



VANDERBILT

University Staff Advisory Council

**USAC Minutes**  
**Tuesday, September 8, 2009**  
 The Commons, Room 237

**Attendance**

**Present**

Alley, Jean  
 Amos, Stan  
 Armstrong, Terri  
 Attack, Becky  
 Bailey, Bill  
 Banks, Diane  
 Boglin, Harriett  
 Brassil, John  
 Cage, Vickie  
 Chapman, Angela  
 Webb, Mary  
 Cribbs, Chris  
 Dean, Mary Ann  
 DiGiovanna, Sheri  
 Dubois, Daniel  
 Fisher, Joe  
 Formont, Jamie  
 Franklin, Keith  
 Gambill, Jodie  
 Hiltz, Shirley  
 Hockett, Stacy  
 Houseman, Andrea  
 Jackson, Nancy  
 Johnson, Faye  
 Johnson, Stacy

Kendrick, Stacy  
 King, Sue  
 Koval, Kristin  
 Latham, Vickie  
 McClure, Cheryl  
 McCurry, Barry  
 McKee, Brenda  
 McLeod, Laura  
 Moore, Kenny  
 Norfleet, Lydia  
 Owens, Ann Marie  
 Patterson, JoAnn  
 Pickert, Don  
 Pruitt, Don  
 Rhodes, Katherine  
 Richter, Andy  
 Seezen, Karen  
 Sheldon, Brenda  
 Smith, Donna  
 Smith, Susanne  
 Soren, Carol  
 Stanard, Ray  
 Street, JJ  
 Tidwell, Donna  
 Tucker, Phillip  
 Villager, Nyla

Walker, Bryon  
 Wall, Andrea  
 Watson-  
 Wienzetti, Myrna  
 Watts, Katie  
 Whatley, Luci  
 White, Lolita  
 Whitlow, Cathy  
 Williams, Tara  
 Wilson, Cliff  
 Dauphinee, Robert for  
 Wyatt, Michelle

**Absent – sent  
 regrets**

Fagan, Shawn  
 Fisher, Kristy  
 Frierson, Sterling  
 Holcroft, Nancy  
 Krueger, Anna  
 Kathleen  
 Reynolds-  
 Barnes, Deborah  
 Showman, Hillary  
 Soxayachanh, Olivia

**Absent**

Barnett, Lora  
 Bransford, Chris  
 Collins, Greg  
 Craven, Mindy  
 Dixon, Michele  
 Dotson, Felicia  
 Durso, Lorraine  
 Heath, Eric  
 Lang, Melanie  
 Mahlberg, Carla  
 Martin, Ashley  
 McGrath, Jason  
 Pepper, Ronnie  
 Pryor, Jessica  
 Reed, Dylan  
 Smeltzer, Mike  
 Steine, Cindy  
 Steward, Dan  
 Stuart, Kate  
 Suttles, Todd  
 Thompson, Molly  
 Trenary, Carlos  
 Waddell, Rochelle  
 Wenzel, Alison

Guests: Jane Bruce, Cliff Joyner, Melissa Wocher, and Carol Wiley.

8:30 a.m. Members were welcomed and the meeting was called to Order by President Diane Banks.

The minutes of the August meeting were unanimously approved.

**Committee Reports**

• **Events**

Chair Andrea Wall reported that the Events Committee will hold a blood drive. Members were encouraged to go to employee celebration which kicks-off today on library lawn at 10:30 to pick up a t-shirt and cup. Andrea brought the basket created for the USAC Employee Celebration kick-off event table. Numerous items were donated by bookstore, athletics, etc. including an official game football signed by Bobby Johnson, tickets to a game, a cookbook and other items. Drawing will take place at the end of the day. USAC members thanked Andrea for her work putting the basket together on our behalf.

• **Membership**

Chair Andy Richter reported that there are four vacancies the Membership Committee is working on filling, and that's good news. He encouraged members who have not yet volunteered to sign up for a committee to contact him or Kristy Fisher to do so.

- **Communication**

Vice -Chair Kristin Koval reported that the listserves have been fixed by ITS. The Communications Committee will be contacting each group individually to assign one person to manage their list and another to send out the communications reporting back from our meetings. Volunteers are needed from each group, so they will pick someone if no one volunteers. A tutorial will be given at the next meeting to those folks on what to do. In the meantime, the Committee plans to meet with Glenna Underhill of Creative Services to enable us to make updates to our USAC website changes, without her assistance.

- **Rules and Administration**

The Rules and Administration Committee had nothing to report, according to Chair Bill Bailey.

- **Staff Life**

Chair Kathy Rhodes noted that the Staff Life Committee is still looking for a Co-Chair. Their first meeting was poorly attended due to conflicts: she reported, however, that smoking is an issue they are exploring.

- **University Standing Committees**

There was nothing to report.

- **MCSAC**

Bill Bailey reported that the MCSAC would like to get a list of concerns from us regarding security issues on campus. They are trying to pull together one group to work together on this. Please email or call him with issues. ([Bill.bailey@vanderbilt.edu](mailto:Bill.bailey@vanderbilt.edu); 322-8745)

## **New Business**

### **8:45 a.m. Stacey Kendrick, Health Plus**

Stacey Kendrick reported on improvements made to the "Go for the Gold" Program. She shared the news of its success stating that there were over 16,000 participants last year and that Health Plus won the C Everett Koop (Ronald Reagan's surgeon general), national health award and the went to New Orleans to receive it. Steps and changes to the program include:

Step 1: fill out a health risk assessment

Step 2: wellness actions log (changes were made here. It is not harder, but may take a little more time to complete)

Step 3: game plan for your health – the video this year is "Cope better, Stress less."

Individuals will need to print stress check up list.

Another change in the program this year is how the wellness credit is going to be paid out. Formerly, wellness credit was paid in your paycheck monthly. This year, it will be paid into your Health Plan Account and therefore not taxed, as it was before. If you are not on VU Health plan, you won't be able to get wellness credit. You can use it for co-insurance or deductibles. It rolls over each year until it reaches \$1000 and then it stays at that ceiling. Formerly, it was added monthly, this time it's accumulated all at one time on Jan 1 (at beginning of the year). If you participated in "Go for the Gold" prior to this, you can be grandfathered in for monthly payments for this year only.

Health Plus will be launching a health information portal in two weeks and Stacey encourages everyone to log in and confirm their Go for the Gold status. For more information or questions, email [Stacey.k.kendrick@vanderbilt.edu](mailto:Stacey.k.kendrick@vanderbilt.edu), call health plus 343-8943 and speak to Manager Marilyn Holmes. The Health Plus homepage is: <http://healthplus.vanderbilt.edu/> Health Plus is located at 201 25<sup>th</sup> Ave. South.

**Guest Speaker Provost Richard McCarty addressed the group regarding Vanderbilt's smoking policy.** The Provost asks for our assistance in campus-wide efforts to enforce the HR no-smoking policy already in place. Smoking on campus is only allowed in designated areas according to our 2001 policy which was recently modified with a smoke-free decision at Medical Center. The Medical Center decision has driven smokers to 21<sup>st</sup> Ave as well as onto university side of campus such as the smoke curtain near Stevenson ctr.

Vanderbilt promotes exercise, diet and non-smoking for health. The Provost is asking for our support to enforce designated smoking areas only. Smoke areas will be sequestered areas, not near air ducts. We will not allow smoking in general on campus. We will offer the same support systems as has the Medical Center such as free access to smoking cessation programs.

At the start of the 2010 fall semester, we will be smoke free. This is not to discriminate against smokers, but to affirm health. The Provost is reaching out to Mark Petty's staff and the Faculty Senate for assistance, as well. Students coming to campus will know before they arrive that it is a smoke free campus. He also noted the complication of students living on campus with the new Commons. Mark Bandas and Judson Newbern will look at the area and determine where to place designated smoking areas on campus.

Members are asked to spread the word on enforcing our existing HR non-smoking policy.

**Vicki Cage, R.N., Occupational Health updated the group on Flu Shots.** Vicki pointed us to the occupational health website <http://occupationalhealth.vanderbilt.edu/> where putting the word flu in the search box will bring you to info on the flu, and vaccine facts and myths which we can print and put in our departments. She encourages us to take both flu shots (seasonal and N1H1). There is also a flu tool on the site to help you determine if you need to be seen or can self treat. If fever is over 100, you need to stay home. The website tells locations for flu shots. Seasonal flu shots begin Sept 21 at the tent outside of Eskind library, 7 am – 6 pm. The onsite flu shots are set for Oct 5-31 in university side buildings. H1N1 shots will be available late Oct or early Nov. You will need two shots 3 weeks apart. Watch for email updates.

**Jane Bruce, HR Benefits Administration, presented information on the Benefits Package for 2010 which is effective Jan 1, 2010.** In preparing this year's benefits offering, HR

successful fulfilled its mandate to not increase payroll deductions or costs but at the same time, due to the economy, to save \$20M over next 3 years (5.8 – 6M in savings this year).

Information on the Benefits Package can be found on the HR website: <http://hr.vanderbilt.edu/>. The online enrollment button will be activated Oct 1. Jane showed an electronic presentation of the 2010 Benefits Package which will also be posted on their website. The Benefits fair will be held on Sept 23 at 100 Oaks, 10 – 2 and Sept 24 in the Student Life Center, 7:30 – 5:30 pm.

Deadline for selecting Benefits Package is 5:30 pm CT, Oct 15, 2009. Jane also urged us to print our receipt as this year; it is your only confirmation. There will be no mailing this year.

Jane opened the floor to questions.

- A member requested that HR produce a bulleted list of choices we can make that will help VU (since it's self insured) which will reduce our overall medical expenses. Jane agreed to work on and post such a list.
- Jane clarified that it is each member's responsibility to see if there's a generic medication available to take advantage of the cost savings part of the benefit offering (the cost of the average generic is under \$18, average brand name medication is \$120). A formulary list will be available through HR. VU is able to negotiate with Novitas, one of the reasons VU chose it over Caremark.
- Members learned that there are numerous locations for the Vanderbilt Pharmacy such as the TVC, Children's Hospital, 100 Oaks, and the old medical arts location moved to the bridge area.

The meeting was adjourned by Diane Banks at 9:49 a.m.

The next USAC meeting will be on October 13th in Rm. 237 of The Commons

*\*Reminder: All meeting times and locations are posted on the Staff Council website*  
<http://www.vanderbilt.edu/usac/next.html>