

**Minutes for Tuesday, September 14, 2010**

Rm. 237 of The Commons

ATTENDANCE:**Present**

Amos, Stan
Armstrong, Terri
Bailey, Bill
Barnett, Lora
Bell, Nate
Boggess-Korekach, Nancy
Boyd, Barbara
Bransford, Chris
Brassil, John
Carlen, Amanda
Case, Polly
Chapman, Angela
Chilando, Stacy
Daws, Kathy
Dean, Mary Ann
DiGiovanna, Sheri
Dixon, Michele
Dubois, Daniel
Ercelawn, Ann
Frangenberg, Pamela
Hayes, Elaine
Hiltz, Shirley
Holcroft, Nancy
Johnson, Faye
Jones, Eric
Kelley, Rebecca
Kendrick, Stacey
Kiely, Kay
King, Sue
Koval, Kristin
Kovash, Michelle
Latham, Vickie
Lehman, Lara Beth
Maxwell, Leslie
McCleary, Meghan

McClure, Cheryl
McCurry, Barry
McLeod, Laura
McMeen, Ben
Moore, Kenny
Owens, Ann Marie
Palmer, Dave
Patterson, JoAnn
Pepper, Ronnie
Pickert, Don
Pring, Michael
Pruitt, Don
Reynolds-Barnes, Deborah
Rhodes, Kathy
Richter, Andy
Roberts, Janet
Sheldon, Brenda
Smith, Donna
Smith, Susanne
Soren, Carol
Stanard, Ray
Street, JJ
Templeton, Barry
Thomas, Anna
Trenary, Carlos
Van Buskirk, Chris
Walker, Bryon
Wall, Andrea
Watson-Weinzetl, Myrna
Whaley, Elizabeth
Whatley, Luci
Whitlow, Cathy
Wilson, Cliff

Regrets

Boglin, Harriett
McGrath, Jason
Stuart, Kate
Tucker, Phillip
Vincz, Janiece
Williams, Tara
Woher, Melissa

Absent

Brooks, Deborah
Collins, Greg
Corley, Melanie
Formont, Jamie
Franklin, Keith
Frantz, Sandie
Jackson, John
Johnson, Dean
Martin, Ashley
Peach, John
Renshaw, Grace
Smeltzer, Mike
Steward, Dan
Strohl, Sandy
Swails-Wenger, Jennifer
Thomason, Angela
Watts, Katie
White, Lolita

Guest Visitors: Jane Bruce, Jerry Fife, Cliff Joyner, Mark Petty, Diane Banks

Speakers: Stacey Kendrick, HealthPlus and Jane Bruce, Director Office of Benefits Administration

8:00 a.m. Coffee

I. Call to Order

At 8:30 a.m. President Daniel Dubois called the meeting to order.

II. Approval of the Minutes

The minutes of the August 10, 2010 meeting were unanimously approved.

Announcements:

- Daniel welcomed Lee McDaid as a new member for group 11.
- The Office of Active Citizenship and Service is putting together some school supply bags for the Family Extravaganza. If you are interested in making a donation, the deadline is September 16. They are looking for binders, pens, pencils, crayons, markers and scissors. Donations can be dropped off at the Community Partnership House.
- Medical Center's Needles and Pins event is coming up September 30 and October 1. It is a craft fair that benefits the Employee Assistance Program. It will be on the third floor breezeway of the Robertson Research Building.

III. Committee Reports

Events: Andrea Wall announced that the Events committee met in August and has planned a blood drive for January 18. The committee is also working with Hands on Nashville to create a project to help Vanderbilt flood victims. The project will be set up over two weekends to help a fellow Vanderbilt colleague with repairs to their home. The committee is also discussing putting together a 5K run.

Membership: Anna Thomas reminded everyone that they can still signup for a standing committee. Signup sheets were provided. She reminded everyone to please use the RSVP that is sent out. If you do not receive the email, you can RSVP from the USAC website. Questions regarding RSVPs can be directed to Sheri DiGiovanna. Daniel reminded everyone that if you are unable to attend, you can send someone in your place. You can also bring a friend with you.

Communications: Carlos Trenary said the website has been updated including the RSVP link. The committee is looking for volunteers to manage group mailing lists. They will be reaching out to everyone soon.

Rules and Administration: Bill Baily had no report.

UNIVERSITY STANDING COMMITTEES

Benefits Committee: No report.

Athletics Committee: No report.

Traffic Committee: No report.

MCSAC: No report.

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

IV. New Business

SPEAKER

Stacey Kendrick, HealthPlus

Go For the Gold – There have been a few changes to the program. She brought some handouts and materials that can be taken back to the departments. She pointed out that there is a new logo for Go For the Gold. Vanderbilt's award winning Go for the Gold program is a comprehensive health promotion program designed to help faculty and staff and their families lead healthier and more productive lives by identifying health risks and taking action to reduce those risks. A wellness credit of up to \$240 per year is available to faculty and staff paying for Vanderbilt Health Plan benefits and will be deposited into a Health Plan Account upon completion of the steps.

There are three steps in the Go For the Gold program.

1. Complete the [Health Risk Assessment](#). It will help you understand what your health risks are and what you can do to become as healthy as possible. Complete it yearly to help you track health changes.
2. Focus on healthy actions that will help you maintain or improve your health by completing the [Wellness Actions Log](#).
3. Watch the [Game Plan for Your Health](#) video, featuring personal interviews with Vanderbilt faculty and staff, to learn practical ways to take charge of your health.

Stacy explained that the Health Plan Account is a pool of money available through your health plan to help meet deductibles when an employee incurs eligible medical expense. If it isn't used; it will rollover up to \$1,000. It can be used for expenses incurred by the employee and family members covered on the health plan. This money is NOT taxed. To earn the \$240 – complete all 3 steps of Go for the Gold by October 31, 2010. This is a new deadline. HealthPlus has a 5 minute podcast on their Web site with information.

Stacey opened the floor to questions:

- Can the Go for the Gold credit be directed to the Student Rec Center? No, not at this time.
- Does the Health Plan Account have anything to do with my PayFlex card? Your Health Plan Account does NOT affect your PayFlex card which is linked to the HRA and FSA. To track your Health Plan Account balance, review your Explanation of Benefits you receive from your carrier (Aetna or BlueCross/Blue Shield) or log into their website. Health Plan Account claims are processed automatically by Aetna and BlueCross.

For more information visit: <http://healthandwellness.vanderbilt.edu/go-for-the-gold>.

FEATURED SPEAKER

Jane Bruce, Director of the Office of Benefits Administration

Open Enrollment – Jane opened by saying that Open Enrollment (OE) is upon us and everyone needs to be thinking about their benefits and changes that need to be made. OE is October 1 – 15, as it has been in years past. Information has already been sent out in the form of postcards, articles in MyVU and various other forms of communication across campus. The mailer with detailed OE information will be mailed to all benefits eligible employees' home address this week. Included in this mailer is a CD that contains copies of all plan documents, the OE presentation, OE booklet and other important notices.

The key message to take back to your constituents is "Everyone needs to take action!" You have to do something during Open Enrollment or you will default to employee only health plan coverage and no coverage for dental, vision and accidental death & dismemberment. Even if you currently waive coverage and plan to waive next year, you must do so through the online enrollment system. Pay attention, make a determination and sign up for benefits before 10/15/2010.

The two things driving the required action are the fact that we have instituted a new employee funding mechanism; instead of having a fixed payroll deduction for everyone, there will be salary based bands of rates. The vast majority of people will not be affected this year by the deduction increase. The second is moving from the BlueCross P network to the BlueCross S network. This was done to help manage the increasing healthcare costs. This means you need to check to be sure the facilities and physicians you have been using are in the S network prior to receiving services from them. There are some that were in the P network that will not be in the S network, one example is HCA. You do have choices. You can go to Aetna or stay with BlueCross and see increased costs.

Jane showed a presentation regarding the changes you should be aware of during this upcoming Open Enrollment period. The presentation is available for viewing on the HR website at <http://hr.vanderbilt.edu/benefits/oe.htm> and is also on the CD that is included in the OE mailer.

Key points of the presentation:

1. All benefits eligible employees must complete the online enrollment form or default to employee only health plan coverage and no coverage for dental, vision and accidental death & dismemberment. Open Enrollment begins at 8:00 a.m. October 1 and ends at 5:00 p.m. October 15
2. Two important changes to the Health Plan: payroll deductions based on your Annual Base Benefits Rate (ABBR) and BlueCross network change.
3. There will be 5 bands upon which Health Plan monthly payroll deductions will be based. You can find your ABBR on C2HR at www.vanderbilt.edu/c2hr. There has been no increase to Band 1 deductions in the last 3 years.

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

4. To manage cost BCBS was moved to the S Network. Vanderbilt providers are in this network; however, HCA and some other facilities are not.
5. No increase to co-pays or deductibles for either Aetna or BCBS at Vanderbilt. There is an increase for in-network providers for both carriers. Emergency room visit costs increase both in-network and at Vanderbilt.
6. Changes have been made to the over-the-counter list for Flexible Spending Accounts. This was brought on by Health Care Reform.
7. Dental and Vision coverage stays the same with increase in premiums.
8. Short Term Disability – current coverage stays the same unless a waiver form is received. New enrollment will be made on the Hartford's Web site and acceptance is not guaranteed.
9. Special Enrollment for Adult Children – begins on paper September 16 and continues online beginning October 1 through October 15.
10. All elections made during Open Enrollment become effective January 1, 2011.

Jane encouraged everyone to review all their options prior to logging into the Online Enrollment site. The site opens 8:00 a.m. October 1 and closes at 5:00 p.m. on Oct. 15th. After making your elections be sure to hit 'submit' and print your Benefits Enrollment Receipt for your records. This will be the only record available.

She then opened the floor for questions.

- What if a couple works for Vanderbilt, but are in different bands? She encourages all faculty and staff to look at the plans and the bands and the rates that are there to assess what the cost will be. This could mean that you each have individual coverage or you may choose one of the other levels of coverage. It is strictly an individual decision, based on your situation.
- Once you complete your enrollment, how to you get back in to make changes? The system will allow you to go back in and print your receipt, but not make new elections. For instructions on how to reopen your OE record, see the OE Booklet or the Open Enrollment pages of the HR website. If you need to make changes on the last day, you must come to HR Express and complete a paper form.
- Is there a calculator available to help me choose which option is best for me? The Benefits Office does not have a calculator; however Aetna and BlueCross do have tools on their website to help you make decisions. There is a tool available on the HR website to help you determine which band you will fall into.
- Is Vanderbilt planning to increase the number of clinics in the outlying areas? Jane is not aware of any plans to expand, but will pass the word along.
- What if I want to enroll my spouse in the Vision plan, but I do not need coverage? The employee must be enrolled in order to cover a dependent.

VI. Closing Statement / Dismissal

Daniel adjourned the meeting at 9:45 a.m.

The next USAC meeting will be on [October 12, 2010](#) 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>*