

## University Staff Advisory Council Meeting Minutes

**Date:** September 12, 2006  
**Meet Time:** 8:30a.m. – 10:00a.m.  
**Meeting Location:** Rand Function Room

**Attendees:** Becky Atack, Brad Awalt, Diane Banks, Beth Clark, Dan Cline, Mary Clissold, Cathy Crimi, Michael Crowe, Ashley Crownover, Tracy Cunningham, Sue Davis, Mary Ann Dean, Michele Dixon, Kay Donigian, Mary Lou Edgar, Sandie Frantz, Nancy Hanna, Beth Hanson, Antoinette Hicks, Pam Hoffner, Jason Hunt, Tiffany Ingram, Fay Johnson, Bonnie Kress, Ginger Leger, Willa Dean Martin, Joyce Matthews, Ian McCullough, Brenda McKee, Ginny McLean-Swartzell, Laurie McPeak, Shelley, Meadows, Regina Newsom-Snell, Donald Pickert, Kathy Rholdes, Robert Rich, Andy Richter, Karen Seezen, Lori Shepard, Mike Smeltzer, Chase Smith, Lynn Smith, Sharon Stanley, Malah Tidwell, Carlos Trenary, Kay Tyler, Susan Widmer, Sherry Willis, Cliff Wilson, Melissa Woher, Diana Wohlfahrt, Jeff Youngblood

**Regrets:** John Brassil, Ken Carter, Kevin Colon, Kathleen Corbitt, Faye Dorman, Jeffery Duly, Kenon Ewing, Carol Guth, Sharone Hall, Shirley Hiltz, Sammie Huffmon, Rosalind Johnson, Sue King, Heather Lefkowitz, Joe Lowe, Mary Kay Matthys, Jackie McMath, Stephanie Newton, JoAnn Patterson, Martha Reid, Sheri Reynolds, Eric Russell, Brian Smokler, Carol Soren, Susan Starcher, Dan Steward, Davis Strange, Corwin Thomas, Gay Tidwell, Mary Clark Webb, Jim Webb

**Visitors:** Lauren Brisky, Jane Bruce, Nim Chinniah, Ginny Featherston, Janet Hirt, Kevin Myatt, Barbara Sammons, Terri Armstrong, Shirley Foster, Misty Sumner

- **President Diana Wohlfahrt called meeting to order**
- **Diana Wohlfahrt recognized Commodore award winner Don Pickert. Don works in Physics and Astronomy and is a representative for group 21**
- **August meeting minutes approved**

- **Community Giving Campaign- Laurie McPeak**

Laurie announced that 9/12/06 was the campaign kick-off date. The goal of this year's campaign is just over \$900,000. There are 400 coordinators that will be working to reach our 18,000 employees. Laurie also announced that you can pledge online. As an incentive to pledge online, there will be a raffle each Monday through November 1 for all those that have elected to make an online pledge.

Community Giving Campaign website:

[http://www.vanderbilt.edu/community\\_giving/2006/](http://www.vanderbilt.edu/community_giving/2006/)

- **“Holidays Around the World”- Ruth Wolery, Susan Gray School**

The Susan Grey School will hold its annual “Holidays Around the World” celebration on Saturday, November 11, 2006 from 5pm-9pm. The event will take place in the Cohen Fine Arts Building on the Peabody campus. Proceeds raised from the event will help fund the new playground project. The Susan Gray School is also in need of Silent Auction items for the event. For more information call 2-8200 or email [michelle.wyatt@vanderbilt.edu](mailto:michelle.wyatt@vanderbilt.edu). Visit <http://peabody.vanderbilt.edu/sgs/index.htm> for more information about the Susan Gray School and “Holidays Around the World”

- **Call for volunteers for Tailgate- Barbara Sammons**

Volunteers are still needed for Tailgating on September 30. Interested employees are being asked to volunteer one hour of their time. There are two shifts available, 3pm-4pm and 4pm-5pm. All shifts will end in time to attend the game’s kick-off at 6pm. If interested in volunteering please contact Barbara Sammons, Sue King or Brenda McKee.

- **Discussion on Red Cross Blood Drive in November- Diana Wohlfahrt**

If you are interested in volunteering to work at the November Red Cross Blood Drive, please let Diana know. The date of the event will be forthcoming.

- **Introduction of Administration- Diana Wohlfahrt**

Lauren Brisky, Nim Chinniah, Jane Bruce

- **New Healthcare Offerings for 2007**

**Speaker: Jane Bruce- Director, Benefits Administration**

Open enrollment will be from October 1 through October 16. All elections will take effect January 1, 2007. Every person who is benefits eligible needs to turn in an enrollment form by October 16 at 5pm. If an enrollment form is not received, the staff member will be enrolled in the default healthcare option for employee only.

Open enrollment packets will be in the mail on September 26. These forms will be the same personalized forms that we have had in the past; however the packets will contain more information than has previously been provided. Jane stressed that it is very important that employees not wait until the last minute to ask questions. Because of the changes, if you wait until the last minute, you may not be able to get the individualized answer you are seeking.

The healthcare insurance options are the main change this year. Cigna will no longer offered. We will have three healthcare options: Aetna Standard (default option with employee only coverage), Aetna Choice and Blue Cross Blue Shield Advantage P. Current options end on December 31, 2006. Jane said that the reason for the change in options was because our contracts ended. Vanderbilt sought the best options for the Vanderbilt community and identified these three options. Aetna Choice is a new plan model that Vanderbilt will offer this year

The new healthcare options and rates are currently listed on the open enrollment website (<http://hr.vanderbilt.edu/benefits/openenrollment.htm>). Employees will need their VUnet

id and password to access this information. Benefits Administration has also added the PowerPoint presentation to the website.

Jane pointed out that two of the healthcare options this year have a lower monthly cost than our current options. She also reminded us to Go for the Gold and noted that there is also a spouse/domestic partner level this year. Spouses of benefits eligible employees can complete an HRA this year for an additional \$5 on the employees Go for the Gold benefit.

Aetna Standard Considerations:

- Lowest cost option
- \$15 VU copay
- Higher deductible
- Higher coinsurance

Aetna Choice Considerations:

- 100% coverage on preventative visits and VU facilities
- Health Reimbursement Account (HRA)
- New idea and structure
- After HRA is used, there is a high deductible

Jane also noted that under this option, VMG charges are handled separately. She stated that this option looks very different from other options. Under the HRA, the account is automatically charged for the first claims of the year. This occurs during the claims process. Once the HRA is used, there is a high deductible. When the deductible is met, coinsurance applies up to the out of pocket maximum. The prescription drug benefit is different under this option. Prescription fees are based on coinsurance rates. Under this plan, if you keep the plan next year, unused HRA money rolls over to the next year.

Blue Cross Blue Shield Considerations:

- Highest level of coverage
- No deductible at VU
- Highest monthly cost

Jane reviewed several example scenarios that illustrated costs for the different choice options. These scenarios can be viewed in the PowerPoint presentations available on the open enrollment website (<http://hr.vanderbilt.edu/benefits/openenrollment.htm>). You will need your VUnet id and password to access the presentation. Jane noted that these scenarios are given to help employees understand the types of things and costs to consider. Many things will drive an employee's choice. She suggested looking at your Estimate of Benefits (EOB) statements from the past year to help you estimate your costs. The open enrollment booklets will contain a rough worksheet to help employees estimate costs. Aetna also has a cost estimator on their website that will help compare the plans (they will have some Blue Cross Blue Shield numbers).

To help hold down costs, we will also have a disease management program. Active Health will assist with the program. The purpose of the program is to help employees maintain healthy behaviors and stay healthy. Employees can opt out of the program.

Dental—There will be no changes to the Cigna dental insurance options. Rates will also stay the same.

Vision—This year we will have a Vision insurance option provided by VSP/Ameritis. This is an employee paid plan.

Short term disability—there will be a true open enrollment for short term disability. Everyone that signs up this year will be accepted. There will still be an existing conditions clause. See benefits website for more information (<http://hr.vanderbilt.edu/benefits/openenrollment.htm>).

If you want to use a PSA in 2007, you must enroll in the PSA during open enrollment. It will continue to be administered by Wageworks. There will be no changes in the AD&D coverage.

Jane again reminded the Council that all forms must be received by October 16 at 5pm. If a form is not received by this deadline, the employee will receive the Aetna Standard as employee only. New benefits will be effective 1/1/2007. There are a number of drop of sites for the enrollment forms. These secure lock boxes will be located in the Peabody Administration building, the Sarratt Lobby, the Medical Center North Lobby, and the Children's Hospital second floor lobby.

If you have not received your benefits enrollment package by the first week in October, Jane requests that you contact Benefits Customer Service at 2-8330. A confirmation statement showing your benefits elections will be mailed to you by November 8. If you do not receive this confirmation statement by November 13, please contact Benefits Customer service at 2-8330.

The Benefits fair will be held October 10-October 11 in the Breezeway (Robinson Research Building/Light Hall Third Floor) and October 12 in the Law School. Benefits also has lunchtime Q&A sessions scheduled in October. On October 3 and 4 from 11am to 1p they will be in the Courtyard Café. On October 5 from 12:30pm-2:30pm they will be at the VCH Performance Area and on October 6 from 11am-1pm at the Sarratt Promenade. Benefits Administration also has a number of Open Forums scheduled for September. Please see their website for the complete schedule (<http://hr.vanderbilt.edu/benefits/openenrollment.htm>).

**Question: One of the current benefits of Blue Cross is their overseas medical coverage. Do any of these new options offer that coverage?**

Blue Cross will continue the offering and Aetna will reimburse, but you must place the claim.

**Question: Under these new options, will the FRA go away?**

The FRA program will not be affected. Employees hired prior to 1/2005 will still become eligible under plan guidelines.

**Question: A Medical Arts Pharmacy charge was questioned. Why doesn't Wageworks see more information on the statement other than the charge? The item was questioned because it did not end in .00.**

There are limitations on how the card can be used. Because the program gives tax deferral, they must be careful. The card must be loaded and the charge must be recognized as an eligible charge. Wageworks has an audit process and paperwork must be kept in the event that they request additional documentation. The IRS can also request documentation, so all forms should be kept.

**Question: Is the Aetna network comparable to the Blue Cross network?**

The networks are similar, but one's first step should be to confirm that your doctor is in the Aetna network.

**Question: Blue Cross only has one slot this year. Are they on their way out?**

We were open to all options this year. Blue Cross has many good reasons to keep.

**Question: Do we keep record of what our physicians charge?**

We don't look at each individual expense unless it is requested due to a problem. We do audit expenses.

**Follow-up: What makes us cheaper than other doctors? Example: I went to non-Vanderbilt specialist that referred me to a Vanderbilt specialist. Previous doctor was cheaper than Vanderbilt physician that charged \$1800.**

Our services may not necessarily be cheaper than others, however because the money stays in-house, we are able to pass the savings on to the employees.

**Question: For those that live outside of Nashville how does the Aetna network compare to current options?**

Aetna should be very close to what we currently offer.

**Question: In reference to Aetna Choice, how long are our contracts?**

We have committed to the HRA program and have the expectation of keeping for a long time.

**Question: What about pediatric copays?**

Aetna Standard and Blue Cross use Community Pediatrics Group.

**Question: The comparisons that we saw did not include OB/GYN comparisons. Will those be made available?**

Jane stated that the OB/GYN information would be in the open enrollment booklets, and they would also make it available online.

**Question: Will we still be able to self-refer to a specialist under the new options?**

These are all PPO plans, and you will be able to self-refer to a specialist. Jane did caution that you will want to ensure that your selected specialist is in-network.

**Question: Will there be a rollover cap on the HRA?**

Yes. The cap will be equal to the maximum out of pocket for this plan.

**Question: With the Vision insurance will we be able to visit any eye center?**

You must go to one of their doctors. Jane stated that they tried to ensure that there were a number of facilities available, both local and in surrounding area. Vanderbilt Eye Institute will not be covered under the plan, but they do offer a 15% discount on glasses or a 2<sup>nd</sup> pair for free.

**Question: How does the Short-term disability affect FMLA?**

These two things are separate. FMLA is a federal law protecting one's position.

Jane closed by noting that everyone does need to consider these options and what is best for you. She also reminded the group that forms **must** be received by 5pm on October 16.

- **Opening of New Healthplus Facility**  
**Speaker: Brad Awalt- Asst. Mgr. Healthplus**

In preparation for the opening of the facility, Healthplus will be closed from Saturday, 9/6, through Saturday, 9/23. Healthplus will open the doors on the new facility Monday, September 23 at 5am. The new facility has an enclosed group fitness room with its own air conditioning system and additional equipment; larger main exercise room with additional cardio equipment, weight machines and free weights; and more modern locker rooms. Entire space has been converted to Healthplus and will include healthy snacks and food.

Requirements to use new facility: Full-time benefits eligible, valid Vanderbilt identification card and completion of yearly HRA.

The new facility will be on top of the Kensington Place garage in the old Stadium Club space. There will only be one set of elevators to access Healthplus. These will be on the side next to Memorial Gym. Parking will remain as it is currently. Employees can pay to park in the 2525 West End garage. First 30 minutes is free and \$1 for each additional 30 minutes.

While Healthplus is closed, employees can use the Student Rec Center and the Dayani Center.

First week in October will be the Grand Opening week. The Ribbon Cutting Ceremony will be on Wednesday, October 4. USAC representatives will be invited to the ceremony. There will also be other special events planned during that week. The new facility will not have to close for basketball or football games.

**Question: Does Healthplus still offer member plus one?**

Healthplus does offer employee plus one memberships. Person must be at least 18 years old and the cost is \$35/month.

**Question: Can you bring a visitor? Example: Adult child in town, can he/she come to facility as a visitor?**

Healthplus does not have a guest program; however Student Rec center has a single visit option for \$5.

Remember to Go for the Gold. All levels are available this year, including spouse/domestic partner benefit. If your spouse/domestic partner completes an HRA can receive an additional \$5.

- **Closing remarks: Diana Wohlfahrt, President USAC**

Next month the Board of Trust will be meeting in our usual space, so we will be in **189 Sarratt**. The Chancellor was scheduled to speak at our October meeting, but, due to a campus visit from the Governor, will have to reschedule.

**The next USAC meeting will be on October 10, 2006 in Room 189 in Sarratt.**