

SUU Staff Association Minutes
Wednesday, January 9, 2013
Library Conference Room 302D

Attendance: Mindy Benson, Daniel Bishoff, Sheri Butler, Ron Cardon, Clarissa Crosby, Steven Irving, Julie Larmore, Sheri Lopez, Barbara Rodriguez, Shon Spevak, Kristin Wiggins

Absentees: Tyson Kyhl

Call to Order: Ron called the meeting to order at 11:00 a.m.

Items of Business

- I. Approval of minutes: Barbara called for motion to approve November, 2012 minutes, as corrected, Sheri B. 2nd the motion. All in attendance approved.
- II. Legislature forum presentation attendance was good – Would like to set up a budget for future presentation.
- III. Evaluations – Barbara asked if we could add an area for exceptional performance so that is reflected for merit pay. **Sheri to bring that back to HR and follow up in next meeting.**
- IV. Treasurer Report – Budget \$10,692.00- spent to date \$5,035.52, commitments \$3,016.14, Available \$2,640.34.
 - a. Clarissa to check on commitments for motor pool and meals to see what exactly that was for.
- V. UHESA Update –Sheri B. – Planning UHESA day at the capital on the 12th. We need to know who wants to go. **Ron to send out e-mail to see who would like to go.**
- VI. Training Committee Update – Kristin
 - a. Stagger Times – We are still hammering things down for the semester. Jan. 24th training has fallen through. May substitute with a panel from the most frequently called offices. But don't have that set in stone. Julie had asked if we could stagger the times for the most popular trainings for those employees that are off work at 3. **Kristin to talk with Julie.**
 - b. Repeat sessions?
- VII. Staff Development Fund Update – Sheri B.
 - a. No update yet. Sheri B. will send Ron the spreadsheet of what is current.
- VIII. Faculty Senate Discussion – Ron
 - a. Benefits
 - b. Life Partners – measure to encourage was approved by faculty senate at their last meeting. Nothing has been sent to us yet.

- IX. Welcome Wagon – Ron
- a. Ron drafted a letter to give to new benefit eligible employees. Sheri B. had a few grammatical changes.
 - b. Ron mentioned that he talked to Janet Borg and she said that she would have liked to know more about the area. Recycling, map of the town, lifestyle. Add visitor center magazine and a visitor center business card. Sheri L. to follow up with the office.
 - c. Campus tour could be set up with the new employee.
 - d. How to/where to table to give to employees with pertinent information.
 - i. Information on where/who to contact for different accesses to school online programs.
- X. Local Officials Day at the Legislature - Planning UHESA day at the capital on the 12th. We need to know who wants to go. **Ron to send out e-mail to see who would like to go.**
- XI. Staff Awards (Commencement) – Julie
- a. **Julie needs to talk with Jen Burt to set up a date on when to have that finalized to be included in the commencement program.**
 - b. **Sheri B. asked what the scholarship deadline will be. Sheri B. to check and see what they were last time and report back to us.**
- XII. Insurance Committee Meeting – next meeting is Monday, Nov. 19
- a. Issues you'd like presented or discussed:
 - i. Barbara asked why aren't cash paid prescriptions applied toward deductible? She also asked why we can't set the standards for our insurance where they have to count our cash payments toward the deductible.
 - ii. Proposal for incentive for employees that are double covered by SUU and another employer (through spouse) to drop one or the other. This would cut our premium costs.
 - iii. Possible annual incentive for employees that switched to HSA.
 1. Sheri B. mentioned that the Leavitt group has mentioned that they give their employees an annual amount.
 - iv. Other thoughts let Julie and Ron know.
- XIII. Other
- a. Policy Reviews – when e-mail goes out for feedback Ron needs responses back quickly.
- XIV. Next Meeting: February 20, 11:00 a.m. at the Library

Meeting adjourned at 11:55 p.m.