

BENEFITS ADVISORY COMMITTEE  
MINUTES OF MEETING  
SEPTEMBER 20, 2001

[In these minutes: Introductions, Committee Charge, Open Enrollment Update, 2001-2002 Committee Work Plan and Assignment of Subcommittees]

[These minutes reflect discussion and debate at a meeting of a committee of the University Senate or Twin Cities Assembly; none of the comments, conclusions, or actions reported in these minutes represent the view of, nor are they binding on the Senate or Assembly, the Administration, or the Board of Regents.]

PRESENT: Fred Morrison (Chair), Amos Deinard, Peh Ng, Gailon Roen, Pam Wilson, Joe Jameson, Gavin Watt, Steve Burrows, Linda Aaker, George Green, Robert Fahnhorst, Sue Brorson, Keith Dunder, Carla Volkman-Lien, Theodor Litman, Wendy Williamson, David Johnson, Don Cavalier, Barbara Van Drasek, Majorie Cowmeadow, Frank Cerra

ABSENT: Carol Carrier, Dann Chapman, Rachel Estroff

REGRETS: Larry Thompson, Richard McGehee

- 1). Professor Morrison called the meeting to order and asked those present to introduce themselves.
- 2). Professor Morrison presented the Committee with an overview of the Benefits Advisory Committee Charge.
- 3). Professor Morrison called on Steven Burrows, Director of Medical Benefits, to give the Committee a preview of open enrollment. Employee Benefits is sponsoring informational forums summarizing the new medical plan options on the Twin Cities, Morris, Crookston and Duluth campuses, and at other locations throughout the State where there is an interest. Open enrollment materials will be distributed to all employees by October 15, 2001, and will run for thirty days from October 16 – November 15, 2001. Mr. Burrows stressed that all employees should:
  - ❖ Understand their choices early.
  - ❖ Complete their applications early.
  - ❖ Send their applications back. Since this is a complete open enrollment, all employees must complete an application for a medical plan for 2002.

Mr. Burrows went on to say that the University is now self-funding its medical benefits and contracting directly with health care plans as opposed to going through the Minnesota Department of Employee Relations. Advantages of the new benefits program, called UPlan, include:

- ❖ Allow the University and its employees a greater role in managing its health care benefits and promoting employee health.
- ❖ Tailoring benefit plans to meet the needs of employees.
- ❖ Assist the University in holding down health care cost increases.

Contracts with selected vendors are being written for two years; renewable up to five years. During the presentation Mr. Burrow's and Professor Morrison fielded specific questions from the Committee pertaining to the University's new health benefits program, UPlan.

#### 4). 2001-2002 COMMITTEE WORK PLAN AND ASSIGNMENT OF SUBCOMMITTEES

The following subcommittees were established:

- ❖ Dental Benefits – Chair, Wendy Williamson
- ❖ Retiree Benefits – Chair, Gavin Watt
- ❖ Life & Other Insurance Benefits – Chair, Larry Thompson
- ❖ Wellness – Chair, Linda Aaker

#### PROPOSED '01-'02 BENEFITS ADVISORY COMMITTEE TIMELINE:

Between October and November 1, 2001 – create concepts by deciding what should be done differently and what should be done the same.

November 1 – December 1, 2001 – Benefit Advisory Committee to receive reports back from the Dental Benefits Subcommittee, Retiree Benefits Subcommittee and the Life & Other Insurance Subcommittee. Concurrently, the Committee will need to give instructions to the consultant on what needs to be included in the RFP.

Mid January 2002 – work on finalizing the Request For Proposal (RFP) with the consultant writing the health portion of the RFP and University of Minnesota Purchasing Department writing the boiler plate part of the RFP.

February 1, 2002 – Send out Request For Proposal (RFP). While the RFP is out to potential bidders, the Committee will listen to the Wellness Subcommittee's recommendations.

Mid March 2002 – Collect and review RFPs. Review Committees will interview bidders.

May 1, 2002 – Make decisions on which vendors to choose.

The role of each Subcommittee will be to glean ideas about what benefits should be offered, and then present those ideas to the Benefits Advisory Committee. It was recommended and the Committee unanimously concurred that the Employee Benefits Department distribute a survey to solicit employee feedback on what is important with respect to these other benefits. In closing, Committee members were asked to submit their Subcommittee assignment preferences to Professor Morrison via e-mail.

With no further business, Professor Morrison thanked all present for attending and adjourned the meeting.

Renee Dempsey  
University Senate