UVM Staff Council  
March 1, 2016  
12:05-1:30 p.m.  
Sugar Maple Ballroom, Davis Center  
Minutes

**Members Present:** Vice President Johanna Brabham, Brendan Andrews, Jeremy Arenos, Bob Bolyard, Valerie Carzello, Jen Cournoyer, Mary Dunne, Jean Evans, Kate Ford, Nick Hall, Anita Lavoie, Gabriela Mora-Klepeis, Jeanna Page, Holly Pedrini, Shirley Pine, Parvin Pothiawala, Katrina Preiss, Karmen Swim, Bill Valliere, Amy Vile, Bethany Wolfe

**Ex-officio:** Meryl St. John, Staff Council Administrator

**Members Absent:** President Renee Berteau, Amy Coffey, Jessica Deaette, JoAnne Dearborn, Christine Farnham, Nick Gingrow, Wendy Koenig, Gwen Landis, Lyndelle LeBruin, Steve Lunna, Noël McCann, Judy Riani, Susan Skalka,

**Also Participating:** Tracy Gallo, Blue Cross/Blue Shield Wellness Consultant, Harold Pierce, UVM Exec. Director, Benefit & Employee Operations

**Call to Order**

Johanna called the meeting to order at 12:09 p.m.

**Staff Wellness Roundtable Discussions**

Tracy Gallo, Blue Cross Blue Shield (BC/BS)-Wellness Consultant, joined the group and discussion to share about upcoming BC/BS events and what else could be happening with wellness at UVM. She began by recognizing the long-standing wellness history at UVM and the hope is to build upon that. Group work was done around defining UVM Wellness. Discussions included:

1. What does wellness mean to you? – What does it look, feel, sound like?

2. What type of formats, types of offerings are most helpful?

3. Who are we doing this for?

The next step was pulling key concepts from the discussion—five words were pulled based on frequency and popularity: Ease, Integrated, Time, Incentives, Awareness, Flexible

Tracy shared UVM’s current Preventive Care status and gave Screening Results based on services used. In late March 2016 look for a BC/BS Health Interest Survey. In April 2016 there will be a health assessment campaign – you do not have to be enrolled in BC/BS to participate. This will assess how ready one might be to make a change. All who complete this health assessment will receive an incentive. If 50% of UVM employees take the assessment, then UVM will receive an additional $28K to spend on Wellness. This assessment will be confidential and encrypted and cannot be traced back
Harold shared that this will be UVM’s program, not a BC/BS program but they can be an important working partner. Currently Harold and Tracy are talking to stakeholders (UVM HR Reps, Staff Council, and University Benefits Advisory Committee (UBAC)) to gather some feedback to make the case to administration to re-establish a UVM Wellness program. The goal would be to keep Wellness in a separate program with its own funding – that was a pitfall last time, the former program was lumped under HR and when cuts were made, that unit of HR was cut.

Public Comment Period

No public comments were made.

Standing Committee Reports – Chairs/Vice Chairs

CBB – Anita Lavoie and Jeremy Arenos shared that work continues on Performance Appraisals, Merit Raise structure, and position descriptions – working towards a standardized review.

OUTREACH – Brendan Andrews updated the group that Staff Council Survey is almost ready. It is currently being reviewed by HRDMA & President’s Office and is due to be sent out mid-March.

PPD – Jeanna Page shared that last month they had a guest speaker, Mary Provost from Parking & Transportation Services, came to this group re: concerns about Parking & Transportation’s waitlists, policies, etc... Mary is asking Staff Council Office and this committee to help get the word out about her ‘Call for Feedback’ from all staff to help quantify concerns.

SOCIAL – Holly Pedrini mentioned several upcoming events. March 18 – Staff Council’s free Open Skate Night from 6-9pm. We will be helping to form teams for the VT Corporate Cup again this year. Teams must consist of 3 walking/running UVM’ers. If you don’t have a team please contact the Staff Council Office and we will try to partner you with another partial team. This event takes place Thursday, May 12th in Montpelier. Future events include: Lake Monsters – Father’s Day game, Golf Outing in August at a new location.

Approval of Minutes

A motion was made and seconded to adopt the February 2, 2016 Council minutes. The minutes were adopted. One abstention noted.

Officer’s Update

The full Officer’s Report is posted online on the President of Staff Council’s webpage.

Last week Dr. Clayton Murray and Wanda Heading-Grant, shared results of the Staff Pay Equity Study with Staff Council leadership. They will join us at the April meeting to update the entire council with their findings.
45th Year Anniversary Recognition – An ad-hoc committee was formed from discussions at the February 2016 Staff Council meeting. The first meeting will be held on Friday, March 4th. If you are interested in participating on this committee, please contact the Staff Council Office.

At the last Executive Board meeting one of the items discussed was a review of the Staff Emergency Loan Fund (SELF) Program process. Recommendations will be brought to the full council soon.

Johanna also shared that recently Staff Council leadership was asked to provide feedback to a draft of a Performance Evaluation form. This was very encouraging as having a formalized form has been a goal of Staff Council and several of its committees. Staff Council leadership is pleased to share with the group that PPD committee gave a recommendation on this topic last year and it was evident that the committee work and recommendations helped to develop that form. This is validation that our feedback and recommendations are being heard and noted.

**Election Update**

The Staff Council Nomination Committee had its first meeting regarding the 2016 upcoming Officer Elections. Materials are live on the website ([http://www.uvm.edu/staffcouncil/?Page=preselection.html](http://www.uvm.edu/staffcouncil/?Page=preselection.html)) Additionally, the list of those eligible to run for an officer position is there as well. A full listing of openings for Staff Council Representatives ([http://www.uvm.edu/staffcouncil/?Page=getinvolved.html](http://www.uvm.edu/staffcouncil/?Page=getinvolved.html)) is also available and all elections are on schedule.

**Other Business**

There were a few follow-up comments regarding the Staff Wellness Discussion. Representatives felt like we need to help encourage staff to participate to reach the 50% mark for the Health Assessment campaign. Another person thought we needed to make sure that Deans, Directors & Chairs were sharing this info. They also felt that in their experience with survey work that the more reminders and checking in, the better the response. One question was raised around the $28,000 incentive. Would that be incoming money going towards funding the wellness incentive? Or a credit on BC/BS’s bill to UVM. We’re not sure but Meryl will check in on that with Harold about that.

**Adjournment**

Johanna made a motion to adjourn. The motion was seconded and adopted. Meeting adjourned at 1:19 p.m.