UVM Staff Council  
December 6, 2016  
12:05-1:30 p.m.  
Livak Ballroom, Davis Center  
Minutes

**Members Present:** President Karmen Swim, Vice President Bethany Wolfe, Brendan Andrews, Jeremy Arenos, Nancy Bercaw, Bob Bolyard, Valerie Carzello, Kristen Cella, Laura Clayton, Jessica Deaette, JoAnne Dearborn, Mary Dunne, Nick Hall, Gwen Landis, Lyndelle LeBruin, Cindy Lee, Stephanie Loscalzo, Noël McCann, Gabriela Mora-Klepeis, Michael O’Sullivan, Holly Pedrini, Shirley Pine, Parvin Pothiawala, Katrina Preiss, Bill Valliere, Amy Vile

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

**Members Absent:** Jen Cournoyer, Jean Evans, Caleb Gilbert, Anita Lavoie, Steve Lunna, Jeanna Page, Judy Riani,

**Also Participating:** Interfaith Coordinator, Laura Engelken, Vice President for Executive Operations Gary Derr, Staff Council Assistant Amy Gilman

**Call to Order**

Karmen Swim called the meeting to order at 12:06 p.m.

**Discussion/Q&A with Guest Dan Lerner, Associate Dean of Extension**

Dan shared with the group the breadth of what UVM Extension offers in terms of programs and services. He also gave some history about this unit and spoke a bit about the latest news of Extension moving back into the College of Agriculture and Life Sciences (CALS). He spoke of the large number of volunteers it takes to run this programming and was asking by a council member how would one volunteer if they were interested.

**Discussion/Q&A with Guest Kait Bedell, HR Operations Coordinator**

Kait spoke to our group about a few items. The first was to make a last push for the end of Dec. 2016 to get anyone covered by UVM Blue Cross Blue Shield (Staff/Faculty and their dependents covered under the program) or anyone who earns a paycheck from UVM (Workstudy students, Staff, Faculty who do not currently have UVM Blue Cross Blue Shield coverage) to sign up for the Health Assessment. We are so close to the goal but if we do not hit the number we have to start over and do not get the large sum of Wellness funds. Kait also gave a quick tutorial of the Wellness Portal. It’s designed to be the one spot to access all wellness related information – classes through Campus Rec, the Employee Assistance Program (Invest EAP) and Blue Cross Blue Shield newsletter for helpful tips and articles. Also discussed was the Staff Performance Review process using the online resources now and a new item, Staff Exit Interviews. This is still in the early stages the online interview/survey or one can choose to have an in-person exit interview. This will apply if the staff member voluntarily left or retired or resigned under their own will.
Call for New Topics

None were brought up at this time.

Approve Draft Minutes from November 1, 2016 Council Meeting

A motion was made and seconded to adopt the October 4, 2016 Council minutes. With no edits and no discussion, the minutes were adopted.

Officer’s Update

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

Committee Updates

CBB –
Outreach –
PPD –
Social –

Other Business

The Staff Council office encouraged anyone else who has not yet signed up to bring a baked sale item for the Holiday Bazaar happening tomorrow, or if they want to volunteer for a shift to help out, please let us know or use the online sign-up found on the Staff Council Holiday Bazaar & Food Drive website.

Adjournment

Karmen asked for a motion to adjourn. The motion was seconded. Meeting adjourned at 1:25pm.