

Business Employment Skills Team, Inc.
Human Resource Committee Meeting Minutes
November 28, 2016

The BEST, Inc. HR Committee Meeting was called to order at 3:00 p.m. by Chairperson Kathy Enbom.

MEMBERS PRESENT: Kathy Enbom, Wayne Reising, Jennifer Robbins

OTHERS PRESENT: Pam Furlan, Jo Ann Johnson

OTHERS PRESENT BY PHONE: Kathy Day

Approval of Meeting Minutes

Wayne Reising motioned to approve the October 24, 2016 Meeting Minutes. Motion was seconded by Jennifer Robbins and carried.

Business Meeting

Employee Insurance Discussion

Kathy E began the discussion by asking members for their input regarding the various employee health insurance options that are being presented. Jennifer asked Pam and Kathy D if they had any recommendation. Pam stated that she felt staff were comfortable with Humana coverage as many of their physicians were included in the network. Kathy commented that she liked the plan submitted by Blue Cross/Blue Shield. Wayne stated that he did a quick look on the United Health Care of River Valley website and was glad to know that they were accepted by physicians in the northern area.

Kathy E shared some of the staff concerns noting that some of the physicians in the northern area were not included in the United Health Care of River Valley network. In terms of staff changing physicians, Kathy E pointed out that staff had to change physicians four years ago when the group switched to Humana. Kathy continued by saying that 21% of the staff met their \$1,000 deductible and only 48% used any of the deductible. She said that only 28% used more than \$500 in benefits.

Wayne commented that he did not like the plan offered by Blue Cross/Blue Shield. He said that the costs tend to be more with a higher deductible. He told members he was interested in the plan offered by United Health Care.

Members then agreed to continue the discussion between United Health Care of Humana. Jennifer asked if staff wanted to stay with Humana would they be willing to pay \$100.00/month towards the premium. Kathy E expressed concern by staff from paying nothing to start paying \$100. She noted, that BEST, Inc. is to the point where they need to ask staff to contribute

towards their health benefit. Members briefly discussed HSA plans noting that they would like to look at that option for next year.

After discussion, Wayne suggested that staff seek information from the staff eligible to receive benefits. Members asked that survey be taken asking staff if they would be willing to contribute \$100.00 towards their health benefits and stay with Humana or would they like to switch to United Health Care ADK1 plan. Wayne motioned to recommend to the BEST Board the choices of Humana and United Health Care of River Valley noting that the survey will result in the preference of staff. Motion was seconded by Jennifer Robbins and carried. Jo Ann was asked to email the survey results to the HR Committee members prior to the December BEST Board Meeting.

PHO Policy

Kathy D informed members that the interpretation of the current Paid Hours Off (PHO) Policy allows for an adjustment, for employees who work less than 75 hours, in their PHO accrual rate based on their hours worked. She told members that the employee's paid hours off can fluctuate for each pay period. After discussion, Jennifer Robbins motioned to modify the current PHO Policy to reflect that the PHO earning schedule is based on hours **scheduled** in a pay period and not worked. Motion was seconded by Wayne Reising and carried. To confirm the motion, Kathy stated that if an employee is scheduled for 43 hours during a pay period, but works 46 hours during a particular pay period, they only receive the PHO accrual for the 43 hours. Members agreed. Jennifer motioned to change the Paid Hours Off policy to

Other Business

None

Public Comments

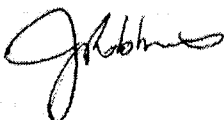
None

Adjournment

With there being no further business, Jennifer Robbins motioned to adjourn. Motion was seconded by Wayne Reising and carried. Meeting adjourned at 3:51 p.m.

Jo Ann Johnson

Approved by:



Jennifer Robbins
Secretary