**Exempt Staff Council**

Tuesday, March 27, 2018– 2:30 pm to 4:00 pm

1610 University Ave. – Room 118

***MEETING MINUTES***

1. **Welcome**

Mr. Heath Nokes, ESC Chair, welcomed everyone to the January meeting of the Exempt Staff Council.

1. **Insurance Q&A with Rob Chance, Payroll Director**

**Question:** Can UT employees continue the state insurance plan after retirement?

**Mr. Chance:** Retiree coverage is only available to employees hired before July 1, 2015. For retirees who have Tennessee Consolidated Retirement System (TCRS), they are eligible when they have: ten years of creditable service and at least three years of continuous insurance coverage in the plan immediately prior to final termination of employment; or Twenty years of creditable service and at least one year of continuous insurance coverage in the plan immediately prior to final termination of employment.

For retirees who have Optional Retirement Program (ORP), they are eligible when they have: ten years of creditable service, must be age 55 at the time employment ends with the participating agency and at least three years of continuous insurance coverage in the plan immediately prior to final termination for retirement; or twenty years of creditable service, must be age 55 and have at least one year of continuous insurance coverage in the plan immediately prior to final termination for retirement; or Twenty-five years of creditable service and one year of continuous insurance coverage in the plan immediately prior to final termination for retirement.

**Question:** Are there any updates on conducting wellness programs to receive cash incentives for those who participate in UT Health Insurance?

**Mr. Chance:** There is an actual restraining order against the State regarding the wellness plan due to contract issues. One of the proposers filed a protest. We do not have any updates yet. However, since the Partnership PPO went away in 2017 and was replaced with the Premier PPO, there is no Partnership Promise in 2018. So there is no March 15 deadline for the Well-Being Assessment (WBA) and no July 15 deadline for the biometric screening. Members who were enrolled in the Partnership PPO in 2017 and made no changes during annual enrollment were moved to the Premier PPO automatically.

**Question:** Will EyeMed Vision insurance will replace Davis Vision insurance?

**Mr. Chance:** The State of TN formed a five-member committee to review the vision plan proposals last year. Two vendors were selected to the last round: Davis Vision and MetLife Vision. Davis eventually won the contract. EyeMed did not rebid for the vision insurance last year. Since UT is on the state plan, we are using Davis Vision as well. Davis vision offers two types of plan. While they have the same network, the basic plan offers discounted rates and allowances for services; the expanded Plan provides services with a combination of copays, greater allowances than the Basic Plan and discounted rates. Additionally, both plans offer the same services, including: routine eye exam once every calendar year; frames once every two calendar years; choice of eyeglass lenses or contact lenses once every calendar year; and discount on LASIK/refractive surgery.

**Question:** Will more information be shared regarding Telehealth services?

**Mr. Chance:** You must pre-register with your network carrier (BlueCross BlueShield of Tennessee or Cigna) and go through the network carrier programs (PhysicianNow, MDLive, Amwell) to use the state-sponsored Telehealth program for medical services. PPO Members has a copay of $15 (in-network) for non-emergency medical issues such as allergies, asthma, bronchitis, cold & flu, infections, fever, ear aches, nausea, pink eye, and sore throat. The Telehealth service is available 24/7, including nights, weekends and holidays. It is helpful when: your doctor or pediatrician is unavailable; It's not convenient to leave your home or work; and/or if you are traveling and need medical care.

1. **Issues/Questions from Constituents:**

**Question:** Will the Altria/Phillip Morris sponsorship go away after the campus goes “smoke free”?

**Dr. Mary Lucal, Associate Vice Chancellor for Human Resources, contacted Dr. Tim Cross, Chancellor for The University of Tennessee Institute of Agriculture (UTIA), after to the meeting. Dr. Cross provided the following response:** UTIA has received corporate support from tobacco companies to conduct research, educate students, and employ student interns. The scope of this work is broad, and while it includes tobacco production and marketing, it also includes developing a workforce to serve the broad needs of our agricultural industry and address agricultural issues faced by farmers. We value the relationships we have maintained for decades with these partners, and look forward to our continued work in tobacco production.

**Question:** How will the smoke-free policy be enforced? Will supervisors be the enforcers?

**Dr. Lucal:** For the most part, the policy will rely on voluntary compliance. Creating a positive and supportive smoke-free environment is a responsibility that we all share. All members of the campus community are encouraged to promote compliance through a spirit of thoughtfulness, consideration, and cooperation.

While the emphasis is on education and support rather than penalties, violations are subject to disciplinary action as with any university policy. Faculty and staff may discuss concerns about violations with their immediate supervisor; students can bring their concerns to the Office of Student Conduct and Community Standards. Human Resources will be working as the triage department for smoke free violations. Visit <https://bewell.utk.edu/policy/> for more information.

**Question:** What areas of campus will the smoke-free policy cover?

**Dr. Lucal:** The policy covers all campus buildings and all outdoor spaces with the exception of sidewalks owned and maintained by the city of Knoxville. Please also see the attached smoke-free campus map.

**Question:** Is the university requiring that people quit smoking?

**Dr. Lucal:** No, although all members of the campus community are encouraged to consider quitting. We will provide the start date of the smoke-free policy, the areas that smoke is prohibited, and available cessation resources in compliance with the new policy.

**Question:** Is there a limit to the number of smoke breaks allowed to an employee?

**Dr. Lucal:** The state law requires employers to offer 30-minute breaks to employees for every 6 hours of work. Most departments utilize lunch breaks to serve that purpose. While some departments offer their non-exempt employees 15-minute breaks based on their business needs, it is not required and the break is not specifically designated as a smoke break.

**Question:** Will the employee directory posted near the elevators in the Student Services Building and Andy Holt Tower will be updated?

**Mr. Brian Browning, Executive Director for Finance & Administration:** The campus is getting away from employee directory lists. The alternate plan is to list the department office information.

**Question:** In the 2019-2020 Academic Calendar, three days are included as none academic class days: Wednesday before Thanksgiving, Thursday before Spring Recess, and July 2 before Independence Day. Will staff members have those days off as well?

**Dr. Lucal:** The academic calendar changes every year. Staff members do not get additional days off when the academic calendar changes. Visit <https://hr.tennessee.edu/benefits/holiday-schedule/> for the holiday and administrative closing schedules. When travel is needed, annual leave may be requested for that purpose.

1. **Deanna Flinchum – Upcoming Election Report**

Ms. Flinchum shared that the ESC election is coming up. The electronic election will start by the end of April. Newly elected representatives will be invited to the June ESC meeting. New representatives’ three-year term starts from July 1, 2018. Below are the groups that are up for ESC election this year:

* Administration & Finance
* Law, Comm, Nursing, Arch
* Extension - East
* Business
* Student Affairs
* Chancellor
* Athletics

1. **External Commission Reports**

* **Commission for Blacks — None**
* **Commission for Women — Teresa Fisher**

Not in attendance.

* **LGBT Commission — Eric Carr**

The LGBTQ Health Equity in Appalachia event will be held on April 6, 2018. The event will be held by the UTK Department of Public Health, UTK Commission for LGBT, and Pride Center. This symposium will showcase the current state of LGBTQ health in Appalachia.

* **Faculty Senate — Eric Carr**

The Board of Trustees will consider a post tenure review process for faculty.

1. **Next Meeting**

April 24, 2018 @ 2:30pm at UT Institute for Public Service – 1610 University Ave., Room 118