The meeting was called to order by the Chair at 1:30 pm.

I. Approval of Minutes

Minutes from the December 18th meeting were approved with no corrections.

II. Tulsa Faculty Member Appointment (Darryl McCollough)

- It has been proposed that because the Tulsa campus has grown broader in scope, the Tulsa Faculty representative to the EBC can be either a Norman or HSC faculty member selected and appointed to the EBC. If the change is approved input will be required by the Faculty Senate on both the Norman and HSC campuses.
  - Approval was obtained from Norman’s Faculty Senate in December, 2008
  - Awaiting approval from the Health Sciences Center Faculty Senate

Question: Will a Tulsa appointment be made before the end of the year?
Answer: Current term is being completed and someone new will be appointed at the time the position is vacated.
III. Retiree Medical Update/Feedback (Julius Hilburn)

- The town hall presentation is now online for those who were unable to make one of the meetings.
- Presentations were made in the last week to the Faculty Senate and Faculty Welfare Committee. There were many comments and several suggestions made as a result of these presentations. One suggestion was to spread the costs to all groups equally, including those in Group 1.
- All suggestions and comments will be summarized and sent to the Retiree Medical Review Committee by March so they can consider what, if any, changes should be made to their preliminary set of recommendations.
  - Most of the feedback received centers around:
    - Where lines are drawn and whether the model recognizes long term service adequately.
    - Eliminating the cost cap for Group 4 and making it comparable to Groups 2 and 3.
    - Adding more groups and/or changing the contribution percentages.
- There are plans to have one more open meeting on the preliminary findings and recommendations on the Norman campus in early to mid-February.
- The Committee reviewing retiree medical issues is expected to issue its final report and recommendations to President Boren by April or May.

Question: Steve Livesey inquired as to whether or not anyone raised the option of using retirement income as a determining factor?

Julius: There has been significant discussion on this topic, but the Committee did not believe there was a reasonable way to include retirement income as a factor in setting the amount of contributions required. The Committee felt it would be difficult to determine what earnings or retirement income should be included in determining required level of contributions.

Nick: The date of retirement would add another level of confusion and complexity to this method. It would be extremely difficult to fairly calculate the income determination for someone who retired in 1989 compared to someone who retired in 2008.

Comment: Darryl McCullogh pointed out that fairness seems to be an issue. Debra Bemben commented that everyone stepped up to share the burden on dependent care. Julius stated in response that the concept of spreading the impact across the board had been briefly considered but did not receive significant discussion because of the guiding principle adopted by the Committee to limit the impact of potential changes on those retired and those closest to retirement. Debbie Copp then expressed that there is a big difference between discussing health care while employed and trying to rationalize why someone’s benefits would be diminished after a lengthy term of service in order for someone who has worked a significantly lesser amount of time to bear less of a burden. She further indicated that many long-term employees of the University justified earning lower salaries because of the promise of good retirement benefits.
IV. Enrollment Update (Nick Kelly)

- Nick indicated to the group that his department is working on a statistical breakdown on enrollment, but offered the following information in the mean time:
  - 95% online enrollment
  - HSC and Norman are very close on their enrollment in terms of coverage and products elected.
  - The use of Social Security Numbers was eliminated.
  - Overall enrollment patterns did not change between 2008 and 2009.
  - Flexible Spending enrollment increased by 24% with implementation of the debit card.
  - Dependent coverage was up 8% from last year, with the biggest increase being in family coverage at 11%.
    - The most significant increase in dependent care was seen in Salary Tiers 1 & 2, which indicates the efforts to increase dependent care are working.
    - It is anticipated there will continue to be gradual increases in dependent coverage in the coming years.
    - Vision Service Plan enrollment increased 10% with the high option.
    - Long Term Disability enrollment increased 5%.
- BlueCross/BlueShield Transition:
  - The transition has been mostly transparent with regard to active employees. However, there have been some issues with the retiree Part D change over.
  - There have been some inconsistent communications with retirees due to BCBS sending out materials our benefits staff did not have the opportunity to review.
  - BCBS is willing to link deductibles for family members. It is important to note however, this will not be done automatically. The member is responsible for tracking deductible amounts and calling BCBS when the maximum is approaching, as this is a manual process.
  - CommunityCare HMO enrolled approximately 300 employees on the Tulsa campus.

*Question:* Steve Livesey questioned how the linking of deductibles was handled with Aetna.

*Response:* Nick responded that Aetna was unable to link deductibles.
Question: Donald Harrison indicated that one Part D member was confused to see the premium separated out, and is now upset by the cost, considering how little medication he takes. Is there any choice in plans?

Response: Nick explained that there are no alternatives. We have a high end plan with no gaps in coverage. He noted that Part D premiums for retirees did increase by about 14%. However, Julius stated that under Aetna, premiums would have increased by about 20%. Nick further acknowledged that some of the communication materials received by retirees have been confusing, but reiterated that the Retiree prescription drug benefit plan does not have a gap in coverage (donut hole), just copays.

Comment: Donald Harrison asked that it be verified that the letter with the premium amount is not a bill. Nick affirmed the statement.

Comment: Debbie Copp told the group it seemed that some FSA enrollment may have been inadvertently deleted for some employees. She then asked what recourse employees have if they think they have signed up for Flexible Spending but it was not taken from their check and they did not receive a card.

Response: Nick said Human Resources needs to know by the end of January of any situations where employees were not properly enrolled in the FSA program so the problem can be corrected. He asked that everyone encourage employees to check their pay stubs.

Comment: Debbie Copp stated that some coverage seems to have changed. A colonoscopy, for instance, was not considered a surgery under Aetna but she has heard reports that it is under BCBS.

Response: Nick told the group that coverage should be the same under both plans.

Comment: Debbie Copp wanted to let the group know that the PayFlex card has been a big hit. Everyone who signed up for FSA and has used their card absolutely loves it! No one has said anything about having any problems with it.

VI. Update from Human Resources Director (Julius Hilburn)

- Benefits Summaries will now be done on-line. They should come out at the end of March or the beginning of April.
- Salary action letters from President Boren should be sent out the week of January 26th.
- As of January 1, 2009, paper pay stubs are no longer printed on the Health Sciences Center campus. Norman is finalizing plans to implement the same policy, with a projected implementation in April.
  - Using electronic pay stubs will save the money and time associated with printing paper stubs.
• The Norman and Health Sciences Center campuses are working to ensure computers and printers will be available to all staff that does not have assigned computers.

**Question:** Darryl McCullough asked if there was a 403(b) update.

**Response:** Julius told the group there has been no movement on the issue since the last committee meeting. He further stated that the Faculty Welfare Committee was informed of the current status earlier in the month.

**Question:** Debbie Copp asked if a letter received from a vendor stating they are no longer participating is related to the 403(b) issue.

**Response:** Nick said that yes, it is a 403(b) issue. Out of the 33 vendors we used to have, there are now only 9. Employees who used one of the vendors that are no longer participating will need to make a new election for future contributions.

**Question:** Alisa Dougless asked if monthly employees will ever be able to opt out of OTRS.

**Response:** Julius told the group the University is still awaiting a decision from the IRS on their “expedited review” of the issue. We sent the request to the IRS five years ago, so it would be hard to predict when we might get an answer.

**Comment:** Brenda Freese complimented Human Resources on the Self-Service system. Julius indicated that HR has plans to move more applications to the web.

**Comment:** Barbara Abercrombie told the group open enrollment was smooth for the Tulsa campus. The computer in HR’s lobby was extremely beneficial, as they were able to help employees through the process on the spot.

**VII. Other Business**

No new business.

The next meeting will be held at 1:30 p.m. Thursday, February 19, 2009.

There being no other business, the meeting was adjourned at 2:35 pm.