Members Attending:
Babette Brock – Environmental Health & Safety
Justin DeSola – Transportation Services
Cindy Ishaq – Transportation Services
Mary Wilson – Transportation Services
Marco Campos – Utilities & Energy Services
Jesse Mendez – Utilities & Energy Services
Gina Miller – Utilities & Energy Services
Adrian Shepherd – University Police Department
Steve Smith – Facilities Coordination / Annenberg Presidential Conference Center
Jennifer Bomnskie – University Risk & Compliance / Office of Safety & Security

Members Absent:
Brent Levens – Aviation Services
Ex Officio Members Attending:
Sarah Tobola – Human Resources
Jane Schneider – Office of VPA
Karen Bigley – Office of VPA
Ashley Skow – Office of VPA

Introductions and Welcome
- Four newly elected members were welcomed to the committee: Justin DeSola, Cindy Ishaq, Jesse Mendez, and Gina Miller. Mary Wilson was elected to serve another term.

Approval of Minutes:
- No minutes from prior meeting

Administrative Report by Jane Schneider:
- New Student Conferences are larger than ever; 9,500 to 10,200 new freshmen admitted for Fall 2013.
- Budget Phase 1 starts on Friday & merit pool will be decided. All performance evaluations should be complete by Friday, May 31.
- Division of Administration Awards in Excellence Luncheon on June 26, 2013 from 11:30a – 1:30p at the MSC.
  o Plates will be offered for those who cannot attend due to their duties/responsibilities.
  o EAC Members will arrive early, wear name tags, and assist with hosting, buffet line, etc.
  o Discussion of door prizes. Prefer fewer large items over many small items due to difficulty and speed of awarding prizes. Spread door prizes out to maintain attendance and accommodate employees that get called away or come in waves. Babette Brock volunteers to solicit prizes in the short time remaining.
- University Staff Council is completing an election for a new member to represent the following departments: University Risk & Compliance, Office of Safety & Security, Environmental Health & Safety, and University Police Department.
- The Division of Administration Strategic Plan has been posted on the VP’s webpage, http://vpa.tamu.edu.
Benefits Report by Sarah Tobola:

- New employee discount program by PerksConnect coming soon! Information will be available on the HR website, employees.tamu.edu. Discount program will provide optional benefits such as pet insurance, identity theft and long term care in addition to discounts for local and national businesses and services.

- Annual Enrollment is opening soon, from July 1 until July 31. Communicate this to your department.
  - Benefit ‘fairs’ will be held on July 16 & 17 from 10:00a – 2:00p.
  - Concurrent sessions will allow for ‘come & go’ flexibility. Presentation times posted soon.
  - No sessions will be conducted in Spanish but translators will be available.
  - No medical plan changes to the A&M Care plan.
  - No changes to optional coverage.
  - Graduate, International, and other student plans are merging to provide a better and more cost-effective option for these individuals.
  - Effort was made to minimize premium increases. We expect an increase in state funding for the employer contribution to offset the majority of the increased plan cost to include the new Transactional Reinsurance Fee required by the ACA. Premium levels for employee only level will remain fairly constant while the premium level for the dependent tiers will increase. Potential for change to opt-out (“certified other”) contributions. Likely to reduce from ½ of expected employee contribution to a flat rate. $50 was the example.

- TRS Bill Presentation (with “Retirement Eligibility: Past, Present, & Future” presentation)
  - Senate bill passed – House of Representatives bill expected to pass
  - Changes would go into effect in September 2014.
  - The 1.3% employee contribution increase will occur in 3 phases:
    (6.7% in 2014, 7.2% in 2015, 7.7% in 2016).
  - All changes will be communicated to employees once the bill passes.
  - Those who are considering retirement should contact the Benefits Office for retirement counseling.

- Affordable Care Act
  - Insurance reinvestment fees of $63 per covered member to be included in the premium cost for FY14.
  - One large change is to student benefit eligibility. Every individual working an average of 30+ hours per week must be offered benefits, including student workers. For individuals whose hours vary, tracking periods will be used to determine eligibility and duration of eligible coverage.

- Many aspects of the legislation discussed are still being evaluated and finalized. Further specifics will be discussed in future meetings and information will be communicated with the campus community accordingly.

University Staff Council Report:

- No USC representative present
Old Business:
- No minutes from prior meeting and no old business to discuss

New Business:
- Question about unpaid Facilities Services invoices being sent to Compass Group – send invoices to John Crawford, Associate VP for Finance & Controller
- Reviewed Employee Advisory Committee membership sheet
- Committee was informed that Brent Levens, representative for Aviation Services, has stepped down
- Jennifer Bomnskie is completing six consecutive years on the EAC, and according to the bylaws she should not be allowed to continue serving on the committee. However, University Risk & Compliance and Office of Safety & Security departments would like her to continue as their representative, and Jennifer is willing to continue. It was determined that Jennifer’s situation is unique because the previous 5 ½ years were spent representing another department.
  - Motion from Babette Brock: To allow an exception to EAC bylaws for Jennifer Bomnskie to serve an additional term. Adrian Shepherd seconds the motion.
    - Vote: unanimous in favor
    - Motion carried and Jennifer Bomnskie will serve an additional term.
- Previous officer elections were suspended due to outsourcing. Proposal to elect officers in today’s meeting is accepted. Nominations made for positions of Chair and Recorder.
  - Adrian Shepherd nominates Babette Brock as Chair
  - Babette Brock nominates Jennifer Bomnskie as Chair
  - Several nominate Justin DeSola as Recorder
  - Each member submitted a written ballot to vote for the position of Chair.
    - 6 votes for Jennifer Bomnskie; 4 votes for Babette Brock
    - Jennifer Bomnskie is elected to serve as Chair
    - Babette Brock volunteers to serve as Co-Chair, if needed
  - Each member submitted a written ballot to vote for the position of Recorder.
    - Unanimous vote for Justin DeSola to serve as Recorder

Closing Discussion:
- Reminder that the committee serves as a representative entity – no personal agendas. Communicate with your department to convey the important information discussed at EAC meetings. Also, each member is encouraged to review the Committee bylaws.
- Reminder that the bylaws allow for only 3 unexcused absences before requiring a vote to consider replacing the member. If a member is unable to attend a meeting, he or she should inform Ashley Skow and/or Jennifer Bomnskie as well as arrange for someone in their department to attend in their absence.
- Visit http://vpa.tamu.edu/EAC.aspx for past minutes, bylaws, and other EAC resources.
- The Committee feels it would benefit from distribution of meeting minutes before they are approved at the next meeting. Justin DeSola and Ashley Skow will work to release minutes more quickly while maintaining the committee’s approval procedure.

- The next meeting will need to be rescheduled due to conflict with the Division of Administration Awards in Excellence Luncheon. Two alternate dates are being considered: Wednesday, June 19, 2013 and Tuesday, June 25, 2013. The date will be determined by Dr. McClendon’s availability.

- Motion: To adjourn meeting. Seconded, carried, and meeting adjourned at approximately 10:35a.