

LSU | Staff Senate

MEETING MINUTES October 21, 2020

President Jonathan Levesque presided over the October 21, 2020, Staff Senate meeting held by Zoom Video Conferencing at 10:30 a.m.

Executive/Administrative/Managerial

P – Reonas, Barbara ('21)
P – Tammy Millican ('23)

Professional/Non-Faculty

P – Aslin, Jessica ('21)
P – Baldrige, Samantha ('21)
P - Braden, Laurie ('21)
P – Bonner, Amber ('21)
A – Dawan, Hope ('21)
P - GheBreiyessus, Walta ('21)
P- Henry, Rachel ('21)
P – Lane, Madison ('21)
P – Olson, Darcee ('21)
P - Rafaiti, Karina ('21)
P – Garner, Karen ('22)
P – Herman, Catherine
P – Holstein, Lindsey ('22)
A – Lee, Mark ('22)
P – Levesque, Jonathan ('22)
P – Nickerson, Jon ('22)
P – Roth, Nicole ('22)
P – Clemmons, Jill ('23)
P – Kimmell, Alyssa ('23)
P – Harb, Ryan ('23)
P – Lewis, John ('23)
Pr – Marrero, Ali ('23)
P- Sansoni, Gerald ('23)
P – Shows, Haley ('23)
P – Slocum, Jenee ('23)
P – Stone, Megan ('23)
P – Wilson, Derek ('23)

Service/Maintenance

Skilled Crafts

P – Corbitt, Brent ('22)

Technical/Paraprofessional

P – Matkovic, Igor ('23)

Clerical/Secretarial

P – Salesneves, Sarah ('22)
P – Salvadras, Amber ('22)

A – Indicates Absent

P – Indicates Present

Pr – Indicates Proxy

GUESTS:

Sheantel Baker, Human Resource Management
Katti Galatas, Human Resource Management
Clay Jones, Human Resource Management
Niki Norton, Human Resource Management
Kimberly LeCompte, University Council on Gender Equity
David Garver, Information Technology Services
Sumit Jain, Information Technology Services
Susannah Knoll, Faculty Senate
Dr. Dereck Rovaris, Office of Diversity
Aaron Cherry, Facility Services
Roxane Berthelot, Campus Federal Credit Union
Brian Ainsworth, Campus Federal Credit Union

CALL TO ORDER

The meeting was called to order by President Jonathan Levesque at 10:30 a.m.

ATTENDANCE

There was a quorum with one proxy noted.

PLEDGE OF ALLEGIANCE

Treasurer Catherine Herman led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – September 16, 2020, Staff Senate Meeting

A motion to accept the minutes was made by Past-President Rachel Henry. The motion, seconded by Member-at-Large Alyssa Kimmell, carried.

GUEST SPEAKER – SHEANTEL BAKER & KATTI GALATAS, HUMAN RESOURCE MANAGEMENT

President Jonathan Levesque introduced Sheantel Baker who is the Director of Benefits and Retirement and Katti Galatas who is Assistant Plan Administrator as they speak to the full Senate. They thanked the Staff Senate for the invitation to speak today.

Sheantel Baker began by outlining some topics with regards to Open Enrollment.

She explained the difference between self-insured funds and fully-insured funds.

The advantages of a self-insured fund aka self-funded is as follows:

- Usually offers more flexibility
- More control of vendors
- No Profit Margin
- Savings are retained

- Can align with University goals and objectives
- Easier to access data and identify trends and opportunities for cost savings

Self-Funded Health Plans premiums are set by:

- Demographics
- Plan Design
- Administrative Cost
- Inflation
- Network-Local or National
- Contracting
- Pharmacy Cost
- Legislative Mandates-State and Federal
- Taxes
- Wellness
- Stop Loss Insurance

LSU First History started as a pilot program in July 2002 under a Memorandum of Understanding (MOU) with the Office of Group Benefits (OGB) and the Division of Administration (DOA). It was implemented in order to offer benefits to the unique needs of higher education employees. MOU requires LSU to adhere to the eligibility rules of the OGB plans. LSU First coverage is only offered to LSU System campuses, the Louisiana House of Representatives, Louisiana Senate and the Legislative Auditor employees. Also, employees may continue coverage as a retiree.

The benefit eligibility is as follows:

- Active Employee- 75% FTE employed for more than 120 days or 1 semester
- Legal Spouse
- Children until age 26
- A covered child under age 26 who is or becomes incapable of self-sustaining employment may be eligible to continue coverage as an over-age dependent, if OGB/LSU First receives the required medical documents verifying the child's incapacity before he or she reaches age 26
- Natural child of employee or legal spouse
- Legally adopted child of the employee or legal spouse
- Child by court ordered legal guardianship or court order custody
- Child placed by adoption

How LSU First works is as follows:

- Health Reimbursement Account (HRA) is outlined as either \$1000/\$1500/\$2000 and covers services and prescriptions
- Deductible is outlined as either \$500/\$750/\$1000 depending on how many people are insured in the employee's household
- Brand name drugs and Non-First Choice Providers are covered at a 80%/20% split
- Out of Pocket Maximum: \$4,500/\$6,750/\$9,000

There are about 17,823 people enrolled by plan. With the LSU System there are 66.3% covered by LSU First and 33.7% covered by OGB. For the A&M Campus, there are 80% covered by LSU First and 20% covered by OGB.

LSU First response to COVID-19 is as follows:

- Waived member cost sharing for testing
- Streamlined approvals for any prior authorization
- Lowered re-fill logic on medications
- Promoted mail order pharmacy services
- Broaden telemedicine services with providers
- Increased the deadline to file Flexible Spending Claims and contacted employees with balances
- Allowed Mid-Year Flexible Spending Election Changes

Katti Galatas mentioned that the Annual Enrollment Period this year is being held on October 1 through November 15, 2020. The effective Date of Coverage is January 1, 2021.

During this Open Enrollment Event you must re-elect annual contributions for Healthcare and/or Dependent Care Flexible Spending Account (FSA) or HSA (if enrolled in HSA 775 Plan). To cancel your current enrollment in Long Term Disability, Long Term Care, or OGB Life Insurance, please contact the Human Resource Management Office.

She mentioned some Virtual Benefits Fair and Financial Wellness Fair dates that can be found and accessed through lsu.perks showcase.com.

The health insurance premium increases are as follows:

- 5.5% increase for OGB Pelican and Magnolia Plans
- 6% increase for OGB Vantage Medical Home HMO
- 3% increase for LSU First

2021 Premiums can be located on www.lsu.edu/benefits. Health Plan Resources were shared with the full Senate.

There is some changes with the Voluntary Benefits for 2021 which is as follows:

- Dental will now be covered by Humana
 - Same premiums, enhanced benefits with 4 year rate guarantee
- Vision will now be covered by EyeMed
 - Same premium, enhanced benefits with 5 year rate guarantee
- Financial Protection Products: United Healthcare
 - Premium decrease for LTD, AD&D, and Critical Illness
- Critical Illness: 3 options: Low, Mid, & High
- Life: Current Premium locked for 5 years
 - Removed AD&D rider
 - Limit Life to 3x's salary or 350,000
 - No EOI for 2021 plan year
- DBS Flexible Spending Account(s)
 - Healthcare FSA maximum increased \$50 to \$2,750

- Use for Over-the-Counter and feminine hygiene products
- IdentityForce
 - No premium or plan design changes
- UNUM
 - No premium or plan design changes

Sheantel mentioned some current projects and initiatives with regards to employee wellness, physical, mental and financial which are as follows:

- Telemedicine expansion
- Mental Health initiatives
- Bariatric Pilot Program
- Comprehensive Care Clinic
- Add Financial vendors to Annual Enrollment
- Provide educational events on building financial wealth
- Wellness
- Plan design changes?
- Direct Contract with high volume Aetna providers
- Provider Network Utilization
 - First Choice - 52.7%
 - Direct - 18%
 - Aetna ASA - 17.9%
 - Verity - 9%
 - Out of Network - 3.1%

President Jonathan Levesque thanked Sheantel and Katti for presenting during today's meeting.

GUEST SPEAKER – KIMBERLY LECOMPTE, UNIVERSITY COUNCIL ON GENDER EQUITY

President Jonathan Levesque introduced Kimberly LeCompte who is serving on the University Council on Gender Equity as she speaks to the full Senate. She thanked the Staff Senate for the invitation to speak today.

Kimberly LeCompte announced that in support of the University's commitment to the mental health and wellbeing of the LSU community, Human Resource Management (HRM) and the University Council on Gender Equity (UCGE) are proud to announce the launch of an online mental health screening platform powered by MindWise Innovations.

MindWise provides 13 clinically validated, anonymous self-assessments which direct individuals to local resources and educational information based on their selected responses. More information about MindWise can be found on the Human Resource Management Wellness webpage:

https://lsu.edu/hrm/employees/employee_resources/employee-wellness.php

MindWise will be available to all Faculty and Staff at no cost. Enrollment in LSU insurance is not required to utilize this free screening platform. Information regarding outpatient mental health services related to health insurance plans with LSU can also be found on the HRM Wellness webpage for employees seeking assistance from a mental health provider.

President Jonathan Levesque thanked Kimberly for attending today's meeting.

GUEST SPEAKER – DAVID GARVER, INFORMATION TECHNOLOGY SERVICES

President Jonathan Levesque introduced David Garver who is the Assistant Director for Information Technology Security and Policy as he speaks to the full Senate. He thanked the Staff Senate for the invitation to speak today.

David Garver announced that October is Cyber Security Awareness Month. He mentioned some primary security concerns at LSU that include passwords, phishing and data security and privacy.

With regards to passwords, it is recommended that:

- Use passphrases where possible
- Use password managers to avoid using a single password across multiple sites
- Use Multi-factor authentication (MFA) wherever possible

With regards to Phishing, it is recommended that:

- Know the common indicators of a phishing email
- Inspect URLs closely
- Factor in context
- Keep your system and applications updated

With regards to Data Security and Privacy, it is recommended that:

- Be mindful of data sensitivity and how data is stored and/or transmitted
- Maintain a strong password
- Log out / screen lock machines when you step away
- Email is not a secure means of sending sensitive data

David mentioned some resources:

- Identifying a phishing email https://www.lsu.edu/it_services/its_security/files/phishing_anatomy.pdf
- Reporting a phishing email <https://grok.lsu.edu/Article.aspx?articleid=19636>
- Sending encrypted email <https://grok.lsu.edu/Article.aspx?articleid=19827>

President Jonathan Levesque thanked David for attending today's meeting.

PRESIDENT'S REPORT

President Jonathan Levesque Henry reviewed relevant meetings in which he attended.

- September 16 – Attended the Faculty and Staff Enrichment Award Committee Meeting. There was a discussion on the framework and how to disperse funds for the new Staff Senate Professional Development Fund.

- September 18 – Attended the New Senator Orientation for the newly appointed caucus senatorial seats.
- September 18 – Attended the Executive and Leadership Committee Meeting. The committee is working to identify barriers and strategies for developing classified staff promotions.
- September 21 – Held a Community Engagement Committee Meeting.
- September 24 – Attended the Building Name Evaluation Committee Meeting. They have broken up into several groups to evaluate all names on buildings on campus. Several buildings have already been identified as candidates for renaming.
- September 25 – The Staff Senate Executive Committee met with Executive Vice President and Provost Stacia Haynie.
- October 1 – Attended the Diversity Staff Group Meeting.
- October 6 – Held a Community Engagement Committee Meeting.
- October 7 – The Staff Senate Executive Committee met to prepare for the general meeting.
- October 7 – Attended the Long Range Review and Planning Committee Meeting.
- October 8 – Attended the Building Name Evaluation Committee Meeting.

The Staff Senate Executive Committee members have met with several candidates for the Dean of Students and the Dean of the College of Business positions. Brandon Common has been chosen as the new Associate Vice President for Student Affairs and Dean of Students.

President Levesque reported the results from the survey regarding the Pledge of Allegiance.

The Bylaws set the format of our Staff Senate General Meetings which stipulate the pledge is administered immediately after attendance. 31 senators completed the survey and it is clear that most senators wish to keep the pledge in place.

Levesque reiterated that Senators who do not wish to recite the pledge are under no obligation to do so.

In recent years it has been custom for the Staff Senate President to call upon a Senator to lead the pledge, we will now have a member of the Executive Committee to recite the pledge in order to avoid calling upon someone who is uncomfortable.

STANDING COMMITTEE REPORTS

Long Range Review and Planning

The Long Range Review and Planning Committee met on October 7. The report was included in the meeting packet for review.

LIAISON COMMITTEE REPORTS

Faculty Senate

The Faculty Senate met on August 31. The report was included in the meeting packet for review.

Campus Planning Oversight Committee

The Campus Planning Oversight Committee met on October 8. The report was included in the meeting packet for review.

OLD BUSINESS

Staff Senate Constitution & Bylaws Amendments

The LSU Staff Senate Constitutional and Bylaws Amendments have been sent to Interim President Galligan for final approval. Ashley Arceneaux, Chief of Staff mentioned that it is considered approved. We are waiting for a signed copy.

Staff Senate Budget

Treasurer Catherine Herman provided a brief written financial report in the meeting packet for review by the full Senate.

The Staff Senate Gift Fund is in need of contributions. This fund was implemented to recognize certain events for Senators and former Senators that may happen throughout the year. The guidelines for giving were mentioned, and Senators were asked to donate \$20 each to the fund for the year.

Staff Senate Apparel

Orders are open and are being taken for Senators to order Staff Senate apparel.

Senator's Photograph/Door Placards

Melonie Milton announced that professional head shots are not being scheduled by Strategic Communications at this time. We will be notified once that are able to schedule. Door Placards are in process and Melonie confirms Senator's contact information.

NEW BUSINESS

Constitutional Amendment for Caucus Membership

Senator Nicole Roth has drafted the amendments to the Constitution to reflect the change for the appointed caucus seats on the Staff Senate. A copy was included in the meeting packet for review. Please review for any feedback by October 26. An electronic vote will go out after the November General Meeting.

Future Guest Speakers

Please submit any suggestions for future guest speakers to the Staff Senate Executive Committee.

ANNOUNCEMENTS

Staff Senator Birthday

Staff Senator October birthday:

- Senator Karen Garner celebrated her birthday on October 1.
- Senator Walta Ghebreiyessus will celebrate her birthday on October 23.

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, President-Elect Amber Salvadras made a motion to adjourn. The motion, seconded by Senator Samantha Baldrige, carried.

The meeting adjourned at 12:00 p.m.

Jessica Aslin, Secretary

JA/mm