Staff Senate Meeting Agenda  
South Meeting Room, Newcomb Hall  
October 12, 2017  
11:00 AM – 1 PM

11:00 Welcome & Announcements  
Michael Phillips and Jess Wenger

11:05 Presentation: Open Enrollment  
UHR

12:15 Presentation: UFirst Update  
Julie Bird

12:25 Senate Business: Exec Updates  
Exec  
Senate Business: Senate Discussion

Next Meeting:  
Jason Belford, Chief Information Security Officer  
November 2, 2017  
Newcomb South Meeting Room
Special Staff Senate Meeting

Next Tuesday
October 17, 2017
11am-1pm
Newcomb Hall Gallery

Dean Risa Goluboff
Dean’s Working Group in response to events of August 11-12
Roundtable discussion to discuss concerns and potential responses
Open Enrollment Presentation
BENEFITS OPEN ENROLLMENT
October 9 – 27, 2017
Contents

1. Overview
2. Resources
3. Changes
4. Premiums
5. Reminders and Dates
OVERVIEW
CHOOSING BENEFITS IS A SIGNIFICANT INVESTMENT IN YOUR PHYSICAL AND FINANCIAL WELL-BEING.
CHANGES
BENEFITS OPTIONS CHANGE YEAR TO YEAR. PAYING ATTENTION TO CHANGES AND UNDERSTANDING YOUR COVERAGE NEEDS PREPARES YOU TO MAKE THE BEST CHOICES TODAY, AND IN THE FUTURE.
The University manages overall costs using wellness program incentives and rewards, enrollment tools for choosing the right health plan, and plan design changes to negate the "Cadillac Tax"
2018 UVA HEALTH PLAN – ALL NEW

- Expanded coverage for UVA Clinical Telemedicine
- Streamlined Specialty Pharmacy services begin in 2018
  - UVA Specialty Pharmacy
- Review changes to Rx formulary and specialty drug list to learn of changes that affect you or covered dependent(s)
- All in- and-out-of-network maximums for out-of-pocket costs (the most you’d pay for eligible covered services before the plan kicks in at 100%) are the same for all 3 plan options
2018 CHOICE HEALTH CHANGES

- Provider visits change from copay to deductible + 10% coinsurance
- Ambulance service goes from paid-in-full to deductible + 10% coinsurance
- In-network out-of-pocket max increases
  - Per Individual: $5,000 to $5,500
  - Per Family: $10,000 to $11,000
- 97.8% use in-network providers
- Using in-network is wise benefit investment
2018 VALUE HEALTH CHANGES

- In-network deductibles increase
  - Per Individual: $500 to $1,000
  - Per Family: $1,000 to $2,000
- 97.7% use in-network providers
- Choosing in-network helps your benefit investment go farther
2018 **BASIC** HEALTH CHANGES

- In-network out-of-pocket maximums decrease
  - Per Individual: $6,500 to $5,500
  - Per Family: $13,100 to $11,000
- 98.3% use in-network providers
- Deductible still includes medical and prescription expenses
2018 **BASIC** HEALTH CHANGES

- Prescription vendor changes from AetnaRx to OptumRx
  - Existing prescriptions with AetnaRx will transfer to OptumRx
  - New prescription ID cards will be mailed to Basic Health members’ home addresses
  - OptumRx drug formulary and specialty lists available on the HR website
2018 MONTHLY HEALTH PREMIUMS

Your Potential Annual Costs
(employee-only coverage shown/assumes out-of-pocket max met; your costs may be lower)

<table>
<thead>
<tr>
<th>Plan</th>
<th>Annual Premiums</th>
<th>Deductible*</th>
<th>Out-of-Pocket Maximum</th>
<th>Employer HSA Contribution</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>BASIC</td>
<td>$2,288</td>
<td>$2,000</td>
<td>$5,500</td>
<td>-$1,000</td>
<td>$4,728</td>
</tr>
<tr>
<td>VALUE</td>
<td>$7,599</td>
<td>$1,000</td>
<td>$5,500</td>
<td></td>
<td>$6,259</td>
</tr>
<tr>
<td>CHOICE</td>
<td>$15,240</td>
<td>$400</td>
<td>$5,500</td>
<td></td>
<td>$7,024</td>
</tr>
</tbody>
</table>

*Deductible contributes toward out-of-pocket max; as do copays and coinsurance amounts
2018 PRE-TAX FSA & HSA

<table>
<thead>
<tr>
<th>Choice and Value Health</th>
<th>Dependent FSA</th>
<th>FSA</th>
<th>HSA</th>
<th>LMT FSA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Min.</td>
<td>$120</td>
<td>$120</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Max.</td>
<td>$5,000</td>
<td>$2,500</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Basic Health</th>
<th>Min.</th>
<th>Same</th>
<th>N/A</th>
<th>$120</th>
</tr>
</thead>
<tbody>
<tr>
<td>Max.</td>
<td>Same</td>
<td>N/A</td>
<td>Emp.: $3,450</td>
<td>$2,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>N/A</td>
<td>Family: $6,900</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>55+: $1,000</td>
<td></td>
</tr>
</tbody>
</table>

Want to keep your current HSA or FSA contribution levels in 2018? If so, no need to re-enroll. To change or waive FSA or HSAs for 2018, you must request changes in self-service during Open Enrollment.
2018 HEALTH SAVINGS ACCOUNT (HSA)

✓ Employee: $1,000
✓ Employee + dependent(s): $1,500

✓ Employees no longer in or choosing the Basic Health in 2018 will pay the $4/month administrative fee on funds remaining in their account

✓ For those enrolled in the Basic Health Plan, UVA pays the administrative fee
2018 DAVIS VISION CHANGES

✓ In 2018, $30 copay eliminated for covered vision services

✓ See the Davis Vision formulary at www.hr.virginia.edu/oe

✓ In-network providers offer best savings

✓ Consider pretax FSA and HSA benefits to help you pay for your out-of-pocket vision expenses
**BENEFITS COMPARISONS AND VIDEOS**

- **Ask ALEX**, the virtual benefits counselor, can help you research your choices.
- **Access videos** on:
  - Open Enrollment changes
  - Important Health terms and concepts
  - How the Basic plan works

**Where?**

- **www.hr.virginia.edu/OE-Resources**
HOW TO MAXIMIZE HEALTH DOLLARS

✓ Aetna Member Tools
  ➢ Payment Estimator
  ➢ Cost of Care Estimator
  ➢ Hospital Comparison Tool
  ➢ Custom Doc Find
  ➢ Aetna Institute of Quality (IOQ) List

✓ Go to [www.hr.virginia.edu/OE-Resources](http://www.hr.virginia.edu/OE-Resources) for links to these tools on the Aetna Navigator site
ALLY TO MAXIMIZE HEALTH DOLLARS

✓ **OptumRx Price Tools:** to help manage your Pharmacy investment
  - Drug Pricing
  - OptumRx Formulary

✓ **Choosing Wisely Campaign:**
  - This information will help you have better conversations with providers as it gives evidence-based recommendations for making wise decisions about the most appropriate care based on your individual situation
PREMIUMS
UVA OFFERS FACULTY, STAFF, AND TEAM MEMBERS A VARIETY OF OPTIONS SO YOU CAN CUSTOMIZE YOUR BENEFITS TO MEET YOUR UNIQUE NEEDS.
In 2018, full-time, benefits-eligible employees will pay, on average, $3,000 for health care. Employee-only Basic Health premiums are $228/year and Choice Family are $6,162/year. Do your paycheck deductions make sense with how you are using your benefits?

<table>
<thead>
<tr>
<th>UVA Health Plan</th>
<th>Basic</th>
<th>Value</th>
<th>Choice</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$19.00 (same)</td>
<td>$63.25 (+$6.00)</td>
<td>$127.00 (+$20.75)</td>
</tr>
<tr>
<td>EE+Child(ren)</td>
<td>$24.00 (same)</td>
<td>$101.75 (+$4.75)</td>
<td>$268.00 (+$14.75)</td>
</tr>
<tr>
<td>EE+Spouse</td>
<td>$31.75 (same)</td>
<td>$127.75 (+$20.75)</td>
<td>$345.50 (+$56.25)</td>
</tr>
<tr>
<td>Family</td>
<td>$60.00 (same)</td>
<td>$204.50 (+$32.50)</td>
<td>$513.50 (+$8.00)</td>
</tr>
</tbody>
</table>

Rates above do not reflect wellness rewards earned. Rate increases for COBRA, retiree, part-time, wage, postdoctoral fellows, housestaff, and research associates differ from above; see your rates online at [www.hr.virginia.edu/oe](http://www.hr.virginia.edu/oe).
2018 MONTHLY DENTAL & VISION PREMIUMS

<table>
<thead>
<tr>
<th>UVA Dental Plan</th>
<th>Basic</th>
<th>Enhanced</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$1.00 (same)</td>
<td>$10.50 (same)</td>
</tr>
<tr>
<td>EE+Child(ren)</td>
<td>$2.00 (same)</td>
<td>$24.75 (same)</td>
</tr>
<tr>
<td>EE+Spouse</td>
<td>$4.00 (same)</td>
<td>$29.00 (same)</td>
</tr>
<tr>
<td>Family</td>
<td>$7.25 (same)</td>
<td>$49.75 (same)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Davis Vision</th>
<th>Monthly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$8.32 (+$1.87)</td>
</tr>
<tr>
<td>EE+Child(ren)</td>
<td>$14.56 (+$3.27)</td>
</tr>
<tr>
<td>EE+Spouse</td>
<td>$14.98 (+$3.37)</td>
</tr>
<tr>
<td>Family</td>
<td>$23.30 (+$5.24)</td>
</tr>
</tbody>
</table>

- 2018 active employee dental premiums remain the same
- 2018 active employee vision premium increases range from $1.87–$5.24/month

Rate increases for COBRA, retiree, part-time, postdoctoral fellows, housestaff, and research associates differ from above; see your rates online at [www.hr.virginia.edu/oe](http://www.hr.virginia.edu/oe).
REMINDERS AND DATES
Benefits Open Enrollment:
- October 9–27, 2017

UVA Health and Benefits Expos:
- October 11, Newcomb Hall Third Floor
- October 12, Medical Center Hospital Dining Conference Rooms (DCRs)
- [www.hr.virginia.edu/health-benefits-expo](http://www.hr.virginia.edu/health-benefits-expo)

Open Enrollment changes take effect
January 1, 2018
HOO’S WELL FALL CAMPAIGN

Complete all three steps by Oct. 27 to earn up to $500
✓ Step 1: Complete Biometric Screening/Physician Screening Form = $200
✓ Step 2: Complete an Online Health Assessment = $100
✓ Step 3: Complete the Fitness Challenge = $200

Go to www.hooswell.com for more info!
Sign up to receive Open Enrollment text messages to stay informed about

✓ Important dates
✓ Event reminders
✓ Resources to help evaluate your benefits needs

Spouses are welcome to sign up, too
OPEN ENROLLMENT SUMMARY

- Go to [www.hr.virgina.edu/oe](http://www.hr.virgina.edu/oe)
  - Helpful resources
  - Premium details
  - Access benefits self-service
- Know your needs and understand the different benefits options to make informed choices during Open Enrollment and get the best value for your investment
- Print/email yourself a copy of benefits confirmation statement – this is your record
- Reminder: working spouse rule still in effect
- Double check info for you and dependent(s) for accuracy
The UFirst Project

How Will HR Work?
A coordinated team of HR professionals will provide deep expertise and customized local support for the faculty, staff, and team members of the University of Virginia.

Have a question about your pay? Need to take leave? Want to enroll in a Hoo’s Well Fitness Challenge?
Ufirst Workday Partners

October 12, 2017
Introduction of Workday Partner concept

Objectives: Establish school/business unit representatives who will:

• Attend future Workday Preview and Feedback sessions
• Attend Workday User Acceptance Testing (UAT)
• Test training materials, including mobile and desktop technology, and provide feedback
• Learn new processes associated with Workday technology
• Serve as local front-line support for constituents who have Workday questions during rollout
• Attend Workday refresher training
• Estimated 45 hrs throughout 2018
Introduction of *Workday Partner* concept

**Will possess the following skills:**

- Effective communication and listening skills
- Ability to influence others as a trusted/credible sender of messages
- Ability to work effectively with all levels of the organization and across functions
- Ability to provide detailed feedback to the Change/Training Teams
- Strong, informal network of peers

**Will possess the following attributes:**

- Early adopters of technology
- Informal opinion leaders
- Naturally curious/inquirers of new tech or excited by new processes
- Technical training skills – able to breakdown technology/processes to their counterparts
- Strong people skills - good at listening, testing new processes/technology, and comfortable calling things out that don’t make sense, able to pick up on cues? (or questions) from constituents (comments, confusion, etc.) and advocate on their behalf
- Knowledgeable about current/effective communication channels
- Equal balance of high level picture and “in the weeds” thinking
Introduction of *Workday Partner* concept

**Call for Volunteers:** Gather nominees for Workday Partners (people can self-nominate or be nominated by others)

- Goal is ~1:100
- Once the nominees have been collected the VOC member (or designated decision group) will review and approve nominees
- MOU to be signed by project, nominee, and manager outlining responsibilities, time commitment, timeline
- Launch December 2017/January 2018

Send nominees (yourself or others!) to: [ufirst@Virginia.edu](mailto:ufirst@Virginia.edu)

Please include: Name, Email address, Department, Title, Manager
What’s changed? The Ufirst website is customer facing intended to be a resource for faculty, managers, staff, and team members in addition to the HR and Payroll communities

What are the Key Resources?

- Fall Launch information
- High level timeline
- UVA HR Services overview
- Workday overview
- Workday demos
  - Recruitment
  - Performance Management
  - Compensation
Exec Update – What Have We Been Doing?

1. BOV Meeting Report Out
2. Meeting with Bryan Garey, Joe Esposito, and Michael Latsko
   a) Brief Susan Harris periodically and invite BOV to attend
   b) Education Benefits
   c) Benefits
3. Working on “the big 3” to join us in the spring
4. Coordinating special Senate roundtable with Dean Goluboff
5. Welcome letter to new UVA President Ryan
Updates from Directors

1. Leah Beard – new co-election coordinator
2. Co-directors still needed!
3. Advocacy Update
4. Partnerships – Updates at next meeting?
Working Groups

From the Bylaws:

1. Working groups may be appointed by the Senate co-chairs as necessary to carry out the work of the Staff Senate. Refer to Staff Senate Working Group Best Practices Guidelines.

2. All working groups must be sponsored by a director or co-chair.

3. Staff Senate may allow persons who are not senators to serve on a working group, but the leader of the working group must be a senator and at least one member must be a senator or alternate. Exceptions to this rule may be made with the approval of the Executive Committee.
Working Groups

From the *Staff Senate Working Group Best Practices Guidelines*.

- Working groups of the Staff Senate are created to address a specific interest or concern of the Staff Senate or the Staff Senate Executive Committee.

- Work of a Staff Senate working group must fall within the mission, scope, and bylaws of the Staff Senate.

- Working groups may only exist for a finite period of time and must produce a product at the end of their time.

- Working groups must provide updates of their progress or future plans at all Staff Senate meetings.
Based on your input from the September Meeting, Exec is proposing the working groups listed on the following slides.

Goals can be further refined by the working group.
Website Working Group

Goal: Provide specific recommendations for UVA Staff Senate website, specifically focusing on the home page, to better facilitate announcements, remove the suggestion box, and generally increase usefulness (and awesomeness).

Deadline: February 13th
Exec Sponsor: Maggie Stein
Constituency Communication Working Group

Goal: Create a list of best practices to help Senators better engage with their constituents. These are not to replace monthly emails, but provide options for additional communication or ideas to make the monthly emails more dynamic.  
Deadline: Spring 2018 – to be determined  
Exec Sponsor: Andrea Johnson
Senate Representation Working Group

Goal: Staff Senate was created with both Senators and Alternates so that adequate representation could be assured when voting took place at meetings. We now vote electronically. Do our current bylaws prescribing Senator and Alternate representation still make sense or do they need readjustment?

Deadline: Spring 2018 – to be determined
Exec Sponsor: Jess Wenger and Michael Phillips
Other Working Groups?

Have an idea for a working group? We would love to hear from you! Email staffsen-exec@Virginia.edu with your ideas!
We are a relatively new compared to Faculty Senate and Student Council. As such, we are still working to get our name out there. We are getting more well known, but there is still room for improvement. We have not particularly strong in marketing ourselves.

In what ways should Staff Senate work to promote ourselves to and share information with other staff?

In what ways should Staff Senate work to promote ourselves within the University Administration?
Senate Discussions

Tomorrow, Michael Phillips and Maggie Stein will give the very first Staff Senate update to the BOV. We are hoping to make this an annual event where we can share some of the many ways staff support the mission of the University. In the future, we would like to specifically show how Staff Senate adds value to the University in ways that align with the mission.

Suggest some ways that Staff Senate could work to specifically support the mission of the University.
UVA Statement of Purpose

Purpose
The University of Virginia is a public institution of higher learning guided by a founding vision of discovery, innovation, and development of the full potential of talented students from all walks of life. It serves the Commonwealth of Virginia, the nation, and the world by developing responsible citizen leaders and professionals; advancing, preserving, and disseminating knowledge; and providing world-class patient care.

We are defined by:

• Our enduring commitment to a vibrant and unique residential learning environment marked by the free and collegial exchange of ideas;

• Our unwavering support of a collaborative, diverse community bound together by distinctive foundational values of honor, integrity, trust, and respect;

• Our universal dedication to excellence and affordable access.

http://www.virginia.edu/statementofpurpose
Next Meeting

November 2, 2017
11am-1pm
Newcomb South Meeting Room
Jason Belford, Chief Information Security Officer