Minutes from Staff Senate Monthly Meeting of September 10, 2019
Location: Newcomb Hall, South Meeting Room
Time: 11:00 a.m. – 1:00 p.m.

AGENDA
1. Senate Introductions and Announcements
2. Preview of Open Enrollment Tools
3. Introduction to New Community Resource Services and FEAP

Item 1: Senate Introductions and Announcements
- Introductions were made by Staff Senators and Staff Senate leadership
- Anonymous questionnaire will go out to all Senators for questions or suggestions
- October meeting may be livestreamed
- Advocacy Committee
  o First meeting is September 18, 11 a.m. - 12:30 p.m. at 315 Old Ivy, Suite 215 (McIntire Foundation)
  o After that, the meeting will take place on the first Wednesday of every month at the same time and place
  o Email Nick naw8pu@virginia.edu or Brandy bpn7b@virginia.edu for more information
- University Partnerships Committee
  o University Partnerships is about how you communicate with your constituents and between Senators, and how we build partnerships with other governing bodies at UVA
  o Meets the last Tuesday of every month from 3:30 - 4:30 p.m.
  o First meeting is September 24 in Newcomb 164H (the PAC)
- Membership Committee
  o Plans and facilitates orientation process, makes sure that constituencies have a Senator, and runs election and annual luncheon
  o Doesn’t meet as a committee
  o Manages elections with Election Coordinators
    ▪ Set up ballots and polls, makes sure constituencies fill vacancies
    ▪ Work is heavy in May, June, and July
• Constituency Corner
  o Will kick off in October
  o Goal is to increase interaction with constituents beyond emails

• Parking and Transportation
  o Crozet CONNECT
    ▪ New service offered by Jaunt
    ▪ Two routes, on the east and west sides of Crozet
    ▪ Runs in the mornings and afternoons
    ▪ Free to those with a UVA ID, $2 per ride otherwise
    ▪ If concerned about missing bus, sign up for Guaranteed Ride Home
  o See Parking and Transportation website for more information about transportation and shuttle options at UVA

• Wi-Fi
  o Eduroam network was new in April, and will replace Cavalier
  o Must renew digital certificate every 13 months
  o Network also runs at other educational institutions
  o Chromebooks and Alexa’s are unsupported on Eduroam

• Office for Organizational Excellence
  o Quality Core Network: Once a month learning and networking opportunity
  o October event: UVA Library going over strategic resource allocation project

Item 2: Rebecca Gristina, Director of Benefits Administration, HR - Preview of Open Enrollment Tools

• Resources for Open Enrollment + Workday
  o Enrollee toolkit: One stop shop that includes website, Ask Alex, videos, the Open Enrollment presentation, and podcasts
  o Additionally, resources will be mailed out to employees’ homes
  o Additional temporary support staff was added to assist with Open Enrollment, which allows other HR employees to be on site at Open Enrollment presentations across Grounds
  o First time Open Enrollment is in Workday, more support added there as well

• HR Website
  o Basics
    ▪ The website will be updated regularly
    ▪ All email communications will be available on the website
    ▪ Lists information about where presentations will be held on Grounds
    ▪ Website goes live the week of September 16
  o Ask Alex
    ▪ Virtual healthcare plan assistant
    ▪ 23-minute process
    ▪ Doesn’t give comparison between other healthcare plans, although it does give one healthcare recommendation at the end
  o Picwell
    ▪ 3-5-minute analytic tool
    ▪ Short demo given in meeting
• Assesses risk based on your information, estimates healthcare costs based on medications you currently use
  • Shows top healthcare plan options and costs at the end

• Tools from Aetna and OptumRx
  o Being a consumer for your healthcare services is a priority
  o Aetna tools: Payment estimator, cost of care estimator, doc find, Aetna Institute of Quality, plan selection cost estimator
  o OptumRx tools: pharmacy and drug options

• What will Open Enrollment look like on Workday?
  o Three ways to go into Open Enrollment event: announcements, inbox item, and benefits tab
  o Open Enrollment event
    ▪ Organized into tiles
    ▪ You don’t have to change any categories if you don’t want to
    ▪ Simply click into a tile if you want to make a change to that benefit
    ▪ If you see ‘Manage,’ that means you are already enrolled
    ▪ If you see ‘Enroll,’ you have not yet enrolled in that plan
    ▪ Each tile will give you a full summary at the end that is printable and that gives rates

• Important Dates
  o Open Enrollment: October 7-18, 2019 (when Workday opens)
  o The Open Enrollment website goes live the week of September 16
  o Presentations will occur across Grounds over the next four weeks
  o Benefits Expos: Newcomb Hall on October 9 and Medical Center on October 10 (Employee Resource Center)
  o All changes take place January 1, 2020
  o If you have a life event between Open Enrollment and January 1, you must update your life event and redo your Open Enrollment event on Workday
  o Passive enrollment: If you don’t want to make any changes, you don’t have to do anything to keep the same benefits
  o Open Enrollment is the only time in the year when you can make changes to your benefits, outside of a qualifying life event

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**Item 3: Stuart Munson, Community Resource Specialist, HR - Introduction to New Community Resource Services**

• Community Resource Specialist is a new position created in the last six months
  o President Ryan thinks nobody who works at UVA should live in poverty
  o Minimum wage at UVA will be raised to $15/hour in January 2020

• The Community Resource Specialist works to help all employees meet basic needs like affordable housing, utilities, childcare, and food
• Free, confidential service
• Process
  o The specialist meets with employees two days a week in the West Complex and three days a week on Old Ivy Way
  o Can also meet with people in a different place if that is more convenient
  o Meeting consists of a conversation about employee needs
Once needs are identified, employee is connected with resources at the federal, state, and university level

- The specialist doesn’t have funding himself, but can connect employees to resources that do, and helps fill out applications
- Will work with employees as long as they need

- Most referrals so far have come from FEAP
- Sample scenario – fictional employee “Mary”
  - Had been at UVA for six months
  - She and her husband live in a two-bedroom apartment with their daughter
  - Her husband left, taking with him his income
  - Missed a month of rent payment and started to worry about being evicted
  - Mary came to Community Research Specialist, Stuart
  - Stuart connected Mary with FEAP first
  - UVA Community Credit Union helped her establish a budget and keep her apartment
  - A month of her back-rent was paid by Alliance Interfaith Ministries
  - Also connected her with a food bank that helped her create a menu
  - Stuart has not heard from Mary since and assumes she is doing well

- Goal: Get the word out about this service to more UVA employees
  - Watch for signs that a fellow employee might need help
  - Stuart can come to any staff meetings to spread the word
  - Posters
  - Contact information: email best, webpage: https://hr.virginia.edu/benefits/community-resources-service-uva

**Item 4: Brenda Wilson, Director, Faculty and Employee Assistance Program (FEAP)**

- Faculty and Employee Assistance Program (FEAP)
  - Free and confidential service for all employees, their family members, and retirees
  - 1-3 session meetings for assessment, problem solving, and/or outside referral to the community
  - All advisors are licensed mental health providers, such as licensed professional social workers or counselors
  - Opportunity for an employee in distress to come in and talk about it
  - Crisis intervention: please call FEAP if an employee if concerned another employee may hurt themselves
  - Prefer to work from appointments, but do keep spots open daily for same day crises appointments
  - Call (434) 243-2463 for an appointment at any location
  - Not a part of EPIC, does not have access to medical records, does not report to HR
  - Formal referral process: Manager can refer employee to FEAP if employee is having performance problems

- New/Lesser Known FEAP Community Resource Services
Free 30-minute financial (debt consolidation, credit) and legal service (housing disputes, wills, divorce, custody) available to all employees
Substance Abuse and Mediation, new Mindfulness and Resiliency program, critical incidence program, trauma program (12-session free trauma therapy)

Final Comments:
- Upcoming meeting topics
  - Open Enrollment
  - Collaborating on the Strategic Plan key initiative: “Cultivating Staff Success”
  - Live Safe: New security app
  - New Provost - Liz McGill
- Next meeting October 8
- HR to send out minutes summary in email to all academic staff; full minutes still available on Staff Senate website