

STAFF COUNCIL

October 19, 2017

UC 208, 10:00AM

- I. Call to Order 10:05 am Meeting was called to order by Vice President Rajni Soharu
- II. Approval of Minutes Minutes available on website: Once quorum met, motion to approve minutes was made, seconded and approved by all.
- III. Executive Committee Reports
 - a. President, LeeAnne Sipe-no report.
 - b. Vice-President, Rajni Soharu- each committee will report today.
 - c. Treasurer, Taryn Chevis
 - All account information as of October 18, 2017
 - i. Credit Union Account: \$5.42
 - ii. Foundation-Activity/Spending: \$3009.87
 - iii. Foundation-Endowment Account: \$10,718.99
 - iv. General Fund- \$2750.00
 - d. Corresponding Secretary, Karen Paisant
 - i. Upcoming speakers will be posted to the Staff Council website.
 - ii. President Nicklow will be here in November and will give updates in a more informal setting than at the State of the University address.
 - iii. Any questions need to be submitted to the Staff Council comments and concerns email. (Rajni added that comments and suggestions should be submitted at minimum one week in advance of the meeting.)
 - iv. Nina Stewart from Counseling Services will be here in December to help with stress and coping with the Holidays.
 - e. Recording Secretary, Reagan Laiche
 - i. No report
- IV. Committee Reports:
 - a. Membership/Elections Committee: no report at this time.

- b. By-Laws Committee: no report
- c. Staff Concerns Committee: Presented by David Lambour due to the Chair's absence (David Richardson). See attached document.
- d. Events Committee: Wednesday of Spring Break: Staff Appreciation Spring Social hosted by Staff Council. Holiday Door Decorating Contest returns (details at November's meeting).
- e. Awards Committee: Have not met yet.
- f. Professional Development Committee (ad hoc) Chair is out of town. They have identified different opportunities on campus and there will be a calendar of the dates for each opportunity.

V. New Business

- i. Karen Paisant: We would like to launch a fundraiser with t-shirts. Details at the November meeting.
- ii. Coach Slessinger from Men's Basketball. We've won our first conference title in 20 years! Hats off to the staff for making my job easier. It helps to recruit new students. Here to invite you to the exhibition game on October 25. Letting you know that Junior Privateers is on again. Summer camps will be available. Road trips: Working with the Alumni office to have events in Houston and New York. Also, Sless wants to share the trophy with campus. If you'd like to host and display the trophy for a week or a few days in your office, email him.
- iii. Megan from Athletics: Players have expressed that it makes a difference when playing when there are faces in the crowd. There are payroll deduction forms being passed around. The balance will need to be paid in full by March 2018. There is a typo on the form: It is \$126.00 for new season ticket holders. December 11 at 11 am, during the women's basketball game—Staff appreciation. Men's basketball is up and running. Championship rings will be given this weekend. If you buy tickets and can't make the game, please donate your tickets back to Athletics, they will be given to community partners like Special Olympics, Boy Scouts, etc.
- iv. Jody from Rec. Center: Faculty and Staff volleyball will be returning! Teams can be set up by colleges/departments and the games will be early: 4:45 pm.
- v. UNO Bound Signs: Faculty and Staff may now pick up their yard signs in Marketing.
- VI. Old Business-None offered

- VII. Guest Speaker: Donna Roark, Human Resources-Benefits. See attached for information provided at the meeting. November 15 is the last day of open enrollment.
- VIII. Next Meeting 11/16/17 in UC 208 at 10:00 am. Dr. John Nicklow, President will be our guest speaker.
- IX. Adjournment at 11:09 am.



THE UNIVERSITY of **NEW ORLEANS**

Sign-in Sheet

Councilors

DATE: 10/19/2017

STAFF COUNCIL

LAST FIRST Members FY 17 Athey Amanda Berry Sarah Calamari Susan cu Chevis Taryn Foster Alicia Gibbs Shelita Laiche Reagan Lambour Davis Lunn Carol McDonald Brian Mitton Carol Mukherjee Norma Paige LaJana ma Paisant Karen Richardson David Sipe LeeAnne Soharu Rajni



STAFF COUNCIL MEETING

Sign-in sheet for STAFF MEMBERS

DATE: 10/19/2017

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David Lambour

From: Sent: To: Subject:

David A Richardson Tuesday, October 17, 2017 4:44 PM David Lambour FW: Suggestion Form

Dave - Here is another one.

Suggestion/Concern:

1- I have several questions regarding the emergency alert system. An alarm went off in the UC on 10/6/17 around noon and told everyone to exit the building. No text messages or emails were sent, no UNOPD were there, and we never got an all clear or found out what it's for. Is that the same alarm we would hear in a tornado?

2- Also, what is the code we should use with UNOPD over the phone in the event that we have an unsafe situation since they now have an officer with the last name Green? Thanks!

1- The Privateer Alert system is different from a building fire alarm system.

- A building fire alarm will NOT send out text or email messages, it will only sound the fire alarm bells in the building and some systems will give a message to exit the building. The fire alarm will not give an all clear message. That message would come from either a building administrator or the UNOPD. Once the location of the fire or smoke is detected the UNOPD officers would respond to the specific location of the fire or smoke. If the situation is under control, or it is a false alarm, and the New Orleans Fire Department is not needed, the alarm is turned off and people are allowed back into the building. Usually a building administrator would tell the people it is OK to re-enter the building.
- The Privateer Alert system is the emergency communication system that sounds the 2 sirens on the campus if the threat is one of the following; a shooter on campus, a tornado endangering the university or a chemical cloud covering the university area. This system also sends out text messages to registered users and emails to all the .uno.edu email addresses. It now sends a message to each university computer that is turned "on" and the user is logged on to the university system, a message will pop up on your screen. This system will also send out the message through the universities Twitter and Facebook feeds. This system is activated by the UNOPD and it sends a message at the beginning of the emergency, sends updates throughout the emergency, and sends an "all clear" when the emergency is over.

2 - According to the UNOPD Officer that I spoke to the code referred to in the last part of the question, has NOT changed, it is still Mr. Green.



David Richardson Director of Environmental Health and Safety

Safety Office Computer Center, room 212B 2000 Lakeshore Drive New Orleans, LA 70148

Office 504-280-6670 1 fax 504-280-6703

From: Rajni Ekta Soharu Sent: Wednesday, October 11, 2017 10:06 AM To: David A Richardson <DARichar@uno.edu> Subject: Fw: Suggestion Form

Another one.

Rajni Ekta Soharu rsoharu@uno.edu Registrar Office of Registrar University of New Orleans Room 112 Administration Bldg. New Orleans, LA 70148 504.280.6990 504.280.6217 fax

"Be the change, you want to see in the world"-Mahatma Gandhi

This message is intended only for the use of the Addressee(s) and may contain information that is PRIVILEGED, CONFIDENTIAL, and/or EXEMPT FROM DISCLOSURE under applicable law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of the information contained herein is STRICTLY PROHIBITED. If you received this communication in error, please destroy all copies of the message, whether in electronic or hard copy format, as well as attachments and immediately contact the sender by replying to this email. Thank you!

From: UNO Staff Council Sent: Wednesday, October 11, 2017 9:33 AM To: Rajni Ekta Soharu Cc: LeeAnne Sipe Subject: FW: Suggestion Form

- 1. I keep hearing rumors that the management company that runs Privateer Place will soon manage Pontchartrain Halls and Lafitte Village. I won't feel comfortable this set up. Is there anyway to confirm this?
 - a. But the short answer to the question is that no, this is not likely to happen. Gregg Lassen
- 2. What's the deal with the empty snack machines? I understand that we may have switched to new machines and/or a new vendor, but you still need to fill them. #hangry
 - a. We did change vendors now it is Ace Vending. Contract was up so it had to go out to bid and they won the bid. I know there was a bit of a lag when the old company took their machines out and the Ace put in their machines, but thought they were filled and working. Please let me know what building the machine is/was empty and I will call Ace and get them to fill it. – Catherine Beckman

3. some non civil service employees have not received raises since Katrina. Will the university ever get to the point of giving raises again?

a. I'll be happy to discuss at the November meeting. - John Nicklow

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- 4. can't Sodexo clean up the campus and the buildings? Why is there so much trash around campus? With all the trash by the doors, people walking into the buildings track it inside. It would be smart to clear the trash away from the entrance doors to maintain the inside clean. Why are there so many lights out in the buildings? Why are the buildings not ALL unlocked by 7:45 for the 8am classes?
 - a. Hopefully the new arrangement with Sodexo will help in keeping the buildings clean. Facility Services is in the process of replacing existing florescent lights with LED lighting in several buildings. In the meantime, lights that are out should be replaced. Facility Services should be notified if lights are not replaced in a timely manner.

Sometimes, contravening events take priority from opening doors and prevent buildings from being opened on time. Facility Services will open doors asap once notified. – Warren Davis

5. I understand that everyone in HR just received a 7% raise, under the guise that they are doing more than their job description. These days, aren't we ALL doing more than our original job description? How does one office on campus get an across the board raise but the rest of us sit stagnant with our "old" salaries? This does not seem fair to the majority and should be addressed in a monthly meeting.

- a. Only classified employees have received a pay increase. Notices for these are put on the HR notice board. None of the non-classified employees have received a pay increase. - HR
- The light at the corner of Waldo/Founders Road and Leon C. Simon as you exit campus is extraordinarily long, especially if you are the sole car at the light. Folks often resort to

running the red light due to the long wait. Can something can be done about this? I'm scared that someone will run that light and cause an accident.

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a. This is a City Issue. You can say the Safety Office has reported the complaint to the city public works department. – David Richardson



OGB is offering a new benefit to eligible members and their adult family members enrolled in an Office of Group Benefits Blue Cross health plan.

It's a health program called Ornada that combines the latest technology with personal support to nudge you towards healthier habits and weight loss. If you're eligible, we're making it available to you at no cost.

Did you know that about 60% of US adults are at risk for diabetes or cardiovascular disease? We've reached a point where people are now more likely to die from something that's entirely preventable—in all likelihood related to obesity—than by getting an infectious disease.

That's scary. We can't let that happen to our members, so we're doing something about it.

What is Omada?

Omada is an interactive online program that helps build new healthy habits, step-by-step. When you join Omada, you'll get

- A professional health coach to keep you on track.
- A wireless smart scale to monitor your progress.
- · Weekly online lessons to educate and inspire you.

A peer group of participants to support you throughout the core 16-week program. It's a really innovative approach that combines science with personal support.

Results

If you've tried other diets or programs without success, I urge you to try Omada. The average participant:

Loses over 10 pounds at the end of 16 weeks.

Helps reduce their risk for chronic diseases like type 2 diabetes and heart disease.

For more information about Omada please visit omadahealth.com/OGB

Quitter's Circle

Smoking Cessation

- In a 2015 survey sponsored by Pfizer and the American Lung Association, which included 146 adult smokets attempting to quit, 80% reported that support from others, including friends, family, significant others, and co-workers, is very important to quitting successfully.
- Only 4% to 7% quit attempts are successful when left unnided.
- Healthcare providers can help smokers design a quit plan. Medication and counseling from a healthcare provider can double a smoker's chances of quitting successfully

TOBACCO CESSATION PILOT PROGRAM FOR STATE EMPLOYEES



State employees who are ready to quit smoking or using tobacco are encouraged to enroll in a tobacco cessation program through the Louisiana Tobacco Quitline (1-800-QUIT-NOW). The quitline's certified quit coaches work with each caller to develop a free personalized quit plan. Program participants receive up to five free telephone coaching sessions and other resources. Click here for more information

SMOKING CESSATION TRUST



If you are a Louisiana resident who developed a smoking habit before September 1, 1988, and would like to stop, you may be eligible to receive cessation medications, individual or group cessation counseling. telephone quit-line support and/or intensive cessation support services at no cost. Getting that support can greatly increase your chances of quitting Click here to learn more about the Smoking Cessation Trust and how to apply. Click here to learn more about the Smoking Cessation Trust and how

Save \$120 Annually on Your Health Insurance Premium!

olled in a Blue Cross and Blue Shield of Louisiana health plan through OGB, you can save \$120 annually (\$10/month) by participating in the Live Better Louisiana wellness program. The premium credit will take effect January 1, 2019 .

> 2018 Live Better LA Clinics at UNO: October 27 (Friday) Where: University Center, Vermillion #206 When: 9AM-3PM November 13 (Monday) Where: University Center, Barataria #204 When: 9AM-3PM

IF YOU PARTICIPATED IN 2017 (for 2018 credit). YOU MUST STILL PARTICIPATE IN 2018 FOR 2019 CREDIT.

Step 1: Please take 60 seconds right now to sign up at www.timeconfirm.com/ogh If you want to participant in the 2019 Wellness Credit and can't make it to the UNO Campus Clinic, there is another way to get the 2019 discount:

Step 1: Schedule a Wellness Checkup with your physician. Bring the Primary Care Provide Form (see link below) to your physician to complete. Once the form has been completed by your physician, you will need to follow the instructions on the bottom of the form to complete the Wellness Credit process.

** The premium credit will be applied with your January 1, 2019 premium billing

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BENEF

HRM EMPLOYEE

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Mark Your Calendar!

The Benefits Office presents the following events on UNO's Campus

DUAL COUNSELING SESSIONS AT NO ADDITIONAL COST TO YOU You can discuss your personal financial situation with an experienced TIAA-CREF Financial Consultant on a confidential basis. They are available to discuss how to help you pursue your financial goals by investing in financial products such as mutual funds, brokerage, life insurance and anuities. A detailed evaluation tells you everything you need to knew and do. Our individual counseling session will help you answer these questions - Are my investments properly allocated? Am I on track to meet my retirement goals? - Am I saving enough? How and from where do I draw retirement income? The sessions will provide you with a personalized actionable plan based on, among other things, your goals, time horizon and individual risk tolerance Monday, October 30, 2017 9:00 am - 2:30 pm Sarataria Room #204 Thursday, November 16, 2017 9:00 am — 2:30 pm Barataria Room #204 Thursday, December 14, 2017 9:00 am - 2:30 pm Barataria Room #204 **Quarterly Supplemental Retirement Meetings**



When: Tuesday, November 7, 2017 at 9:00 am Where: University Center, Atchafalaya Room #208 Topic: 10 Reasons to Save for Retirement



Individual Counseling Sessions

UC Barataria Room 204 & Vermilion Room 206 November 28 & 29, 2017

Members can schedule an appointment by calling LASERS at 225.922 0600 (Baton Rouse area), ar 800,256,3000 (Toll-Free, outside the Baton Rouge area).

PREP Workshop Pre-Retirement Education Program

UC Atchafalaya Room 208 November 30, 2017

Click here to register

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OFFICE OF GROUP BENEFITS REGIONAL MEETINGS ON UNO CAMPUS



OGB will be mailing out the Annual Enrollment booklets with information on how to make changes to your health insurance for the 2018 plan year. However if you wish to elect coverage for the first time, or add a dependent, please contact HRM Benefits at hrmbenefits@uno.edu.

For Active Employees

& Retirees without Medicare Where: UC Baliroom, 2nd floor When: Tuesday, October 24th Meetings at 9am and 2pm For Retirees on Medicare

Where: UC Ballroom, 2nd floor When: Wednesday, October 25th Meetings at 9am and 2pm

The Employee Benefits Office is here for you.

Email us at hrmbenefits@uno.edu

Or check out our website! If you want to know more about your benefits, or the benefits that UNO employees have access to, visit our website and explore what we have available.

Click here to visit the Benefits Website

Log in -Username: UNO Password: Benefits)

On this site, we post updates about on campus events and any news that the employees of UNO may need to know. You can also find documentation for the benefits you already have (such as the MetLife Denial Card)! -Previous copies of the EBB (Employee Benefits Bulletin) will also be posted to our site, just in case you missed something.

UNO Announcements

The HRM Benefits Office is pleased to present our Employee Benefits Survey.

Take our Benefits Survey regarding your supplemental insurances. This survey will help us gather feedback regarding Dental, Vision and Hartford Insurances (Life, Accidental Death & Dismemberment and Long Term Disability) offered through the university.

The survey will be available from October 1-31, 2017.

You can complete the survey online or come to the Benefits Fair to complete the survey in person with a HUB International representative. In order to be entered into the drawing for a prize, you must complete the survey by October 31st and send a screenshot to Statev. Poirrier@hubinternational.com.

Click this link UNO Benefits Survey to complete the survey online.



Effective January 1, 2018, the premium rates for OGB's life insurance plans will have a new structure. The premium rates for the Prudential Basic and Basic Flus Supplemental plans will be age based. The new rates can be found on the OGB website under the Life Insurance tab or by clicking <u>here</u>.

If you are an active employee, annual enrollment is the only time you may apply for or drop life insurance. You must complete an application as well as an Evidence of Insurability form. Both can be found on the OGB website on the Life Insurance page or you may visit you human resources department.

If you are a retiree, annual enrollment is your opportunity to make changes to your coverage options or drop your life insurance. Contact OGB if you wish to change life insurance options or drop your coverage. Please take a moment to review the life insurance information and rates on our website. Annual enrollment runs October 1, 2017 – November 15, 2017.

If you have questions, please contact OGB customer service at (800)-272-8451.

Introducing **Blue**Care

The doctor will see you anywhere, anytime.

Doctor visits online, on your time

BlueCare is:

- 24/7 no appointment needed
- Open to you and any dependents (children, spouse, etc.) covered on your plan
- Faster than going to an ER or urgent care center
- Available on a computer, tablet, smartphone or any device with internet
- Secure and as legitimate as an in-person visit

Treat minor health conditions

- Sinus infections
- Cough or cold
- Rashes
- Allergies
- Bladder infections
- Pink eye
- Mild stomach bugs (throwing up, diarrhea)

Cost?

- Your maximum out-of-pocket cost will be \$39.
- You may get some of that \$39 back, depending on your health plan and whether you've met your deductible and other costs.

Go to www.bcbsla.com/BlueCare or get the BlueCare app for Android or iPhone.



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Annual Enrollment for Plan Year 2018

Begins October 1 and ends November 15





8:30am – 2:00pm

Innsbruck Room, 2nd floor of the University Center

Food and drink provided

2018 Annual Enrollment

Annual enrollment is your opportunity to evaluate your health care needs and select the plan best suited to you and your eligible covered dependents. If you would like to remain in your current OGB health plan with the same covered dependents for the 2018 plan year, you do not need to do anything except to update your HSA or FSA contributions as applicable. Your current coverage will continue for the 2018 plan year. Remember, members enrolled in the Pelican HSA775 and/or FSA options will need to update their contributions for 2018.



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Changes for 2018

1% Equivalent Plan Changes

In order to continue offering quality healthcare options to our members, a 1% equivalent plan change that will take effect January 1, 2018:

- Out-of-Pocket Maximum increase of \$1,000 on Magnolia Local Plus & Magnolia Open Access plans
- \$50 emergency room copayment increase on Magnolia Local Plus plan



IMPORTANT FACTS

- · Active employees wishing to change health plans with the same covered dependents as their 2017 plan should use the annual enrollment portal to make their 2018 OGB selections
- This is a passive enrollment. Only members wishing to change plans or add/delete covered dependents need to complete the enrollment process either online or through human resources

EXCEPT:

- · Members enrolled in the HSA will need to update their contributions
- Members enrolled in an FSA MUST elect or re-enroll to participate for the 2018 plan year

Active Employees	Annual Enroliment Portal	Benefits Office
Enroll in a health plan with the same covered dependents as 2017	x	
Enroll in a health plan with different or new covered dependents than 2017		x
Elect or re-elect HSA contributions	X (re-earoli)	X (Elect)
Elect or re-elect FSA contributions	× (re-enroli)	X (Elect)
Apply for life insurance		x
Discontinue OGB health and/or life insurance coverage		×

OGB Member Annual Enrollment Portal

Members wishing to change health plans with the same covered dependents as their 2017 plan should use the annual enrollment portal to make their 2018 selection.

To enroll using the annual enrollment portal:

 Go to enroll groupbenefits.org
Enter your last name, date of birth, last four digits to your social security number, and your zip code

Confirm your contact information

Make plan selection Enter your HSA and/or FSA contributions (if applicable)

Review selections and click "Change" to revise your selections

- Click print a copy for your records Click "Logout" to exit the portal; click "Change" to revise your selections

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