



ERAC Employee Relations Advisory Committee

ERAC March 2016 Minutes

Members:

Mary Jo McNulty	Melanie Rehm	Ashley Baker
Clara Buie	Morgan Nelson	Lynn Takacs
Robert Bruneio	Angela Scott	Judy Zavalydriga
Travis Spencer	Robin Schenkel	Peter Bryan
Randy Shebby	Dan Zeroka	Elizabeth Miller
Katrina Kraft	Jennifer Topp	Traci Mindler
Matt Herr	Katie Radande	Carla Kologie
Janele Krzywicki		

Absentees: Clara Buie, Robert Bruneio, Peter Bryan, Elizabeth Miller, Traci Mindler, Lynn Takacs, Janele Krzywicki

Angela Scott called the meeting to order at 10:05AM.

February Minutes

Still waiting for final approval (monthly recap of last budget)

Treasurer's Report

Beginning Year Balance: \$ 2,173.54

Mary Jo McNulty and Dan Zeroka made a motion to accept the Treasurer's report. The Treasurer's report was approved as read.

Welcome Matt Herr & Janele Krzywicki

Katharine Taggart – Sustainability Manager

Katharine came to discuss ways that staff members can assist the Sustainability Office. Recyclemania - it is a national waste diversion and competition. 8 week period each spring. Report amount of recycling and trash collected each week. To motivate staff and student to increase recycling efforts. Different stream of recycling on campus – e-waste, single stream recycling, trash, batteries and ink cartridge. Send ink cartridges to campus mail for free.

You can reduce trash by reducing reusing and recycling.
Sustainability.lehigh.edu/recycling

Judy Zavalydriga – Director, Employee Relations and Workplace Learning & Performance

Judy is here to talk about the new Performance Management Plan. GPS will eventually fade away with a new performance management plan in place. Looking forward in real time, what are your goals, how are you accomplishing them, etc. This will involve quarterly meetings that include meeting with our supervisors. Create a platform for more intentional discussion with your own personal development and team development. Draft book – a couple departments are piloting it for us. Booklet will be either handwritten or keyed in via Microsoft Office. At year end there will be a one pager that the supervisor submits to HR. Prioritizing by quarters. We are all responsible for this. It is an expectation that you need to make it happen as best that you can.

Toni Lee Feebo – Director, HR Services

Toni Lee Feebo is here to discuss health benefits –we are not intending to reduce the University's budget for healthcare. Projected brown bag lunches regarding benefits. \$5,000/year for telemedicine. This is an option for the future. Possibility changes in the next coming years: eliminating comp major medical plan, modify or eliminate high cost preferred provider organization, add telemedicine option, increase copayments and co insurance rates, add tiers to pharmacy benefits, modify ppo 100, eliminate aggregate stop loss coverage, consider moving to a private exchange, critical illness insurance. Will need to know who the ERAC members of the committee will be by 3/20. We have seen progress and increase in what people are investing into their retirement plan.

If you are interested in the benefits process and would like to move forward and possibly sit on committee please let Angela know. This should be a new member.

We did not have time to do committee updates so committee chairs please send Angela by the end of the week what you are doing as a committee.

We will have two amendments to vote on in regards to changing the working to 22 voting members instead of 20. We also will be voting on anyone to have the opportunity to vote in any category regardless if they are exempt or non-exempt.

Executive Committee did meet with Pat Johnson. We discussed how ERAC was not informed about the merit increase before the email went out.

Lehigh staff/faculty discount for professional soccer team. Travis Spencer will be gathering more information and will be sending it out to ERAC members.

Motion to adjourn – Jen Topp and Ashley Baker at 12:01PM

