



# HR Committee Minutes

<b>Committee/Team/Dept.:</b> HR Committee		<b>Human Resources</b> <b>COMMITTEE</b>	<b>Date/Time:</b> August 2022 8/15/2022 3:45 pm	<b>Location:</b> Faculty Dining Room (FDR)
<b>Meeting Facilitator:</b> M. Fishler	<b>Note Taker:</b> M. Lomeli	<b>Background materials, texts, resources:</b> May 2022 Minutes		

<b>Call to Order/Roll call</b>		<b>Presenter:</b>
<b>Background / information presented:</b> None		
<b>Discussion:</b>	<p>Meeting called to order at 3:48 pm</p> <p><b>Present:</b> M. Fishler, A. Dresser, C. Wallace, A. Pentecost, P. Sierer, D. Avila, G. Flores, Ari Bennett, Amparo Martinez, N. Hernandez, K. Torres, and C. Walker</p> <p><b>Absent:</b> E. Hawthorne</p> <p><b>Visitors:</b> Sandra Henry, M. DeFronzo</p>	
<b>Approval of Minutes</b>		<b>Presenter:</b>
<b>Background / information presented:</b> None		
<b>Discussion:</b>	<p>Minutes: May 2022 minutes reviewed</p> <p>Change: 13) Medical insurance updates: Not having issues being seen by a doctor, (Damon) --Clarify</p> <p>Motion to approve: Michael Fishler with change</p> <p>Seconded: Amber Pentecost</p> <p>Action: May 2022 Minutes approved.</p>	

<b>Open Communications</b>		<b>Presenter:</b>
<b>Background / information presented:</b>		
<b>Medical Insurance Issues:</b>	<p>Open Communications:</p> <ol style="list-style-type: none"> <li>1) Sandra Henry: Issues with health insurance. Currently taking medication and was told that doctor needs to send authorization for prescription. Having issues with retrieving medication. Henry: Do I need to contact BRMS?</li> <li>2) Henry: The medication is needed. I was told I need to pay \$300 plus to receive medication.</li> <li>3) Amanda Dresser will address the issue, make the necessary calls and communicate with the necessary people.</li> <li>4) Damon Johnson has been removed from his duties on campus because of a conflict of interest (daughter is a student here).</li> <li>5) We have not been assigned a new rep.</li> <li>6) Amanda Dresser and Sandra Henry will discuss reimbursements for any amount of money paid so far. Etc.</li> </ol>	

	<p>7) There are issues with co-payment. Amount not requested upfront. May be billed later if insurance doesn't cover it.</p> <p>8) Peggie Sierer: Are we pursuing other vendors?</p> <p>9) Amanda Dresser: Yes. We have to provide personnel information to other brokers.</p> <p>10) HR, Kristine Torres and Ari Bennett are communicating and facilitating potential new brokers.</p> <p>11) Amanda Dresser: TBA is a collective of other schools. We want to come in independently.</p>	
	<b>Discussion Items</b>	<b>Presenter:</b>
<b>Background / information presented:</b>		
<b>Discussion:</b>		
<p><b><u>Ari Bennett Update:</u></b></p> <p><b><u>Sunshine Committee:</u></b></p> <p><b><u>Donation Bank:</u></b></p>	<p>12) Michael Suffolk: Ari mentioned we are looking into reimbursements for staff--PPO expenditures.</p> <p>13) Amanda: There is a possibility the school would be paying the cost for the employees paying the extra PPO charges. Looking into this and doing research.</p> <p>14) Anyone with issues can be referred to Amanda. She can also be contacted on her work cell phone on the weekends.</p> <p>15) This is ongoing as of now.</p> <p>16) Ari Bennett: not here yet</p> <p>17) Elizabeth Hawthorne: not here but no updates</p> <p>18) Peggie Sierer: Sunshine is updating restrooms with supplies, sent out flowers to the Mowry's recently, and Sarah put flyers in boxes to recruit more Sunshine members.</p> <p>19) Donation Bank: At the emergency meeting we organized a donation.</p> <p>20) Amber Pentecost: Moving forward we need to have everything in writing if we consider having another individualized donation for an individual</p> <p>21) We must develop a vesting process for a catastrophic leave (example: must be an employee for at least a year, etc.)</p> <p>22) Language must include something about multiple employees from the same household.</p> <p>23) Extended language about not forcing employees to share beyond their discretion</p> <p>24) People will want to take action and be moved by situations but it is a slippery slope.</p> <p>25) This process should be completely confidential.</p> <p>26) No one else aside from HR should know circumstances or who has donated.</p> <p>27) Language needs to be tight and must protect all parties.</p> <p>28) Nereida Hernandez: There are a lot of teachers currently going through situations and are more private about it.</p> <p>29) Now with this emergency leave and donation, some teachers might be inclined to ask or accept help from their own friends but more privately, without promotion.</p> <p>30) Amber Pentecost: This is why it would be a better idea to have the bank.</p> <p>31) If the bank is set up, the person goes directly to HR and no one else would need to know or even find out.</p> <p>32) Amber Pentecost: We should move away from the individual donations.</p>	

**New Staff/Other:**

- 33) Nereida Hernandez: The concern with the bank is, is it voluntarily? Will we get to the point where the bank is empty? Maybe some don't want to donate every year. Not equitable for some.
- 34) The individual need is great because we go straight to HR and an email can be sent (without mentioning names) to present the need and ask for donations.
- 35) Peggie Sierer: If we have a bank, people can reach out and see what is available in the bank.
- 36) Amber Pentecost: There was already a need before this catastrophic need with Amy Mowry. We must acknowledge there are more needs within our staff. The Mowrys are well known and known. We have more staff in need and that would qualify for this leave.
- 37) Ari Bennett: The Board was supportive of implementing the individual catastrophic need. It doesn't take care of all needs, just this need. Others will need this at some point.
- 38) Amber Pentecost: We must identify new employees, especially the younger ones that look like students.
- 39) Introduce staff picture, news (babies, etc) in the Main office bulletin board and the website. This was done in the past any time a staff had a major life event (marriage, baby, etc).
- 40) Ari Bennett: Need permission from individuals to put stuff on bulletin board.

<b>Next Meeting:</b>	<b>Presenter:</b> M. Fishler
	1) Tabling other topics to focus on bank.

<b>Adjournment</b>	<b>Presenter:</b>
<b>Background / information presented:</b>	Adjournment: Michael Fishler Meeting ended at 5:10pm Next meeting: September 19, 2022