

El Camino College – Compton Center Health & Benefits Committee Meeting Minutes

August 26, 2015

Human Resources Department – Conference Room

Meeting Start Time: 12:00 p.m.

Meeting End Time: 12:35 p.m.

Meeting Attendees: Angela Boyer Kayla Ellis Reuben James Robert Joiner
Muhammad Khalilzadeh Travis Martin Rachelle Sasser

Absent Members: Christopher Halligan Jose Villalobos

Next Scheduled Meeting: October 1, 2015 at 12:30 p.m., Human Resources Department, Conference Room

The meeting opened with a brief discussion surrounding concerns from Christopher Halligan, who was unable to attend the meeting. Muhammad Khalilzadeh informed that Mr. Halligan expressed concerns over health benefit sign-ups being during the summer months as opposed to a more convenient time of the year when faculty members return to the campus in September.

- Kayla Ellis informed that she had spoken to Mr. Halligan prior to today's meeting as part of reiterating today's meeting schedule and inquiring whether or not he would be attending the August 26th meeting. Mr. Halligan explained that he was in class and unable to attend the meeting.
- Rachel Sasser noted that she wanted to answer the concern relative to benefit sign-ups for the group at large, stating that benefit sign-ups occur in July so that everything can hit the faculty's first check, which they receive on August 31st. Ms. Sasser further noted that if sign-ups do not happen in July, the deductions will not come out because faculty is on a different pay cycle. The faculty pay cycle is August through May, while the rest of the campus is on a September through June cycle. Ms. Sasser stated that this is the reason the benefit sign-up period had to change to accommodate the faculty payroll cycle.
- Muhammad Khalilzadeh clarified Mr. Halligan's concerns based upon their conversation, noting that the concern and question surrounds why the fair is being conducted in September, rather than in spring where it would be more convenient as right before faculty sign their contracts. On behalf of Mr. Halligan, he offered that it would be perhaps more appropriate to have the fair in spring when contracts are signed as opposed to September.
✚ There was still no clarity in what the concern actually translates to be; the committee moved forward with agenda items.

I. Employee Wellness Fair

- A. The faculty and staff health fair will take place on Thursday, September 24, 2015, at the Compton Center in the student lounge, and is only offered for the Compton Center employees. The event will take place from 10:00 a.m. until 1:00 p.m. during the college free hour.
 - There will be approximately 30 vendors who pay Premier Expos for attending the event. Premier Expos will bring the music, decorations, and all items aesthetic necessary for making the event professional. The vendors pay to participate at the event, so there is no charge to the District.
 - The facilitator for Premier Expos is the same individual who has conducted these events at El Camino College, the Staple Center, and other well-known venues across southern California.
 - A sample handout was provided to the group which outlined vendor types who will be provided tables. This handout is a part of the meeting minutes under appendix 1. The Compton Center will only be responsible for providing the location and tables, all other costs for conducting the health fair are handled by Premier Expo.
 - The Compton Center current benefit carriers will also be included at the event: Delta Dental, MES, at Kaiser.
 - ✓ Colonial, America Fidelity and Reggie Williams were not initially invited to the fair, but the group requested that they be a part of the fair project.
 - ✓ Rachel Sasser noted that if the group agreed, Colonial and American Fidelity could be included at the fair, but noted that Reggie Williams was not a particular component that would be a part of the fair make-up based upon the category of his offering products, which she explained falls out of the purview of the wellness fair focus.

Employee Wellness Fair (continued)

- Rachelle Sasser to offer an invitation to American Fidelity and Colonial and arrange for two additional tables for their contribution to the wellness fair.
- Advertisement for the employee wellness fair will be handled through campus e-mail notifications and student body posting of the flyers bulletin boards throughout the campus.
- Benefit committee members were asked to make themselves available and congenial to employees as greeters. All committee members will be provided a Compton Center tee-shirt to identify their role in the wellness fair process.

II. Employee Wellness Program Development - Faculty & Staff Health Center

- Open group discussion examined the option of offering District employees tier level medical insurance plan options which meet the MEC requirement at a more affordable rate to the employee.
- ✓ Open discussion which examines benefit plan costing in light of regulatory industry cost controls which may be to the benefit of District employees while remaining economically feasible to District parameters.

The Benefits Committee Meeting concluded at 3:45 p.m. The next meeting is scheduled for March 25, 2013 at 2:00 p.m. in the Human Resources Department, Conference Room.

Kayla Ellis

Meeting Minute Recorder