



## Compton College District – Health Benefits Committee

# Meeting Agenda

*Meeting Date: February 26, 2018*

**Meeting Time: 1:00 pm – 2:00 pm**

### Vision

Compton College will be the leading institution of student learning and success in higher education.

### Mission Statement

Compton College is a welcoming environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion and lifelong learning.

## AGENDA ITEMS

- I. Welcome
- II. Employee Wellness Program
  - A. Individual Committee Member Report
- III. Health Fair Participation
- IV. Discussion

## Meeting Minutes

The Compton Community College District Health Benefits Committee Meeting convened at 1:10 pm. Absent from today's meeting were Rashid Yahye, Reuben James, and Robert Joiner. All other active committee members were present. Co-Chair, Rachelle Sasser, informed that Mr. Reuben James called to be excused from the meeting to handle contract bidding requirements currently active within his department.

### ➤ Committee Overview and Recap – 2016/2017

An overview of committee meeting frequency during the 2016/2017 academic year was discussed. Committee co-chair, Rachelle Sasser polled the group for a consensus of meeting regularity and meeting date/time schedules to cover 2017/2018 meeting requirements.

- ✓ By vote and consensus, the committee's preference is to meet quarterly, the first Monday of the quarterly month. The newly set committee meeting schedule beginning 2017/2018 is set as follows:

Monday	October 30, 2017	1:00 pm to 2:00 pm	Human Resources Office
Monday	February 5, 2018	1:00 pm to 2:00 pm	Human Resources Office
Monday	June 4, 2018	1:00 pm to 2:00 pm	Human Resources Office

- ✓ As it relates to the June meeting during each quarterly requirement, the committee meetings will be held during the first week in June so as to include faculty and staff who are scheduled to be off during the summer session.
- ✓ The Health Benefits Committee will convene at other times when it is deemed necessary. Both co-chairs will determine meeting dates that occur outside of the agreed upon schedule as indicated above.
- ✓ A brief overview covered goals and objectives undertaken and achieved during 2016/2017. These items included the health benefit transition to CalPers, current employees and retirees, and the revisit of the previous years' employee health fair event.
- ✓ Kayla Ellis provided a summary to the group of the last standing committee focus, which she noted included the 2<sup>nd</sup> annual employee health fair and establishing an employee wellness program for the Compton College District campus. Ms. Ellis informed the group that the items 2 and 3 of the agenda were placed to provide the committee a re-focus on where the committee left off. She commented that these items were placed to provide for foundational structuring and collaborations necessary to achieve successful campus based employee focused projects.

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### Committee Overview and Recap – 2016/2017 (Continued)

- ✓ Committee co-chair, Rachele Sasser, commented that as a committee one of the greatest components and levels of involvement as it relates to the employee health fair is that each member must include ensuring that we help provide adequate coverage for the event. She commented that timing and other campus activity time conflicts from last year's event hampered the events' true level of success, concluding that any event that represents a conflict in timing must also be considered.

#### ➤ Vacant Health Benefits Committee Member

##### Seat

- ✓ Dr. Donald Roach inquired about the possibility of including a member from the Compton College District retirement pool to re-seat the vacant position of Mohammad Khalilzadeh, who is no longer employed with the District.

✚ Rachele Sasser commented that she would speak with the president of the college and see if including a retiree on the committee could be accomplished.

✚ Ms. Sasser informed that the vacant committee seat would be filled in either event as part of the process in comprising District committees.

**Action Item:** R. Sasser to converse with the District's President to see the possibilities of using a retired District employee as a committee member addition to the Health Benefit's Committee.

#### ➤ Compton College District Health Fair – 2018

A carry-over goal from 2016/2017 committee sequence is the annual employee health fair. Rachele Sasser informed the group that the District's Professional Development team has set a schedule for their committee that is currently working on an employee health fair event for 2018. She recommended that the two committees join together in constructing and offering the health fair to college employees for the upcoming annual event. Ms. Sasser informed the group of the following:

- ✓ Judy Croizer from the District's English Department serves on the Professional Development Committee and will be responsible for contacting vendors. Ms. Croizer will contact Michael from last year's vendor setup event and will be responsible for handling the logistics for the event.

✚ Ms. Sasser commented that the Health Benefits Committee can work on figuring out how the committee can best supplement the efforts of the Professional Development Committee, noting that one of the main supplements would be the undertaking and responsibility for providing event coverage. She noted that during last year's event Victor Kowalski spent the entire time covering the event, and it was easy to see that coverage is an essential part when attempting to achieve event success.

✚ Ms. Sasser commented that she recognized that last year's event was muddled with several activities occurring about the campus at the same time and on the same day as the employee health fair event schedule.

- ✓ The Health Benefits Committee members agree that this committee will coincide with the efforts established by the Professional Development Committee. It was agreed as a committee that the upcoming event be scheduled away from the end of year campus activities as much as is possible in an effort not to impede the success of the employee health fair activities.

**Action Item:** R. Sasser to speak with members of the Professional Development Committee and she will e-mail committee members the date for the event when she receives that information.



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### ➤ Compton College District Employee Wellness Program Development

Ms. Sasser informed that during last year's employee health fair event, many of the vendors who came to the campus said that they offered wellness programs. She also informed that many of the District employees remained predominately Kaiser participants, and that many did not switch health care services. She noted that the second most utilized benefit for campus employees is United Health Care, and there that were a few employees who opted for PersCare.

- ✓ Ms. Sasser suggested that each committee member take the task of identifying within their health care provider the wellness programs sponsored and provide a report to the committee.
- ✓ **Action Item:** Committee members Angela Boyer and Travis Martin will work together in contacting the United Health Care people and see what they have available for a wellness program. These committee members will in turn make a presentation to the committee on the wellness program offerings from United Health Care at the next scheduled benefits committee meeting in February, 2018.
- ✓ Ms. Sasser commented that the first goal after obtaining program wellness information is to attempt to provide something for the year 2017, noting that if not we will at least have planning information that will help to provide for a 2018 event focus.
- ✓ **Action Item:** Committee member Kayla Ellis will be responsible for contacting PersCare and will provide the information she receives to the committee at the February 2018 meeting.

✚ Kayla Ellis asked for clarity in the direction on gathering information relative to currently used health care providers. She inquired as to whether or not the ultimate goal for the research was to develop a continuous feature that would cycle through campus employee availability a given number of times throughout the year, with the goal of establishing a series of presentations for the employee group?

✚ Ms. Sasser confirmed that the end goal would be to provide wellness information as a series to employees based upon the outcome of information gathered by committee member assignments researched. She noted that we can achieve a foundation once we find out what each health care carrier offers through our committee research.

✚ Ms. Sasser commented that in contacting these health care agencies we need to determine if their wellness informational services are available for their provider members only, or if individuals who signed up under the PERS experience can operate under an umbrella effect and have access as a campus-wide wellness feature.

✚ Ms. Ellis inquired about the campus website and the capability/possibility of providing wellness links under the HR or faculty/staff website elements to provide ease of access for employees seeking a specific interest under the employee wellness feature.

✚ Ms. Sasser commented that we first need to do the research and find out what is being offered. She noted that we could consider posting links that an employee could access based upon their need or interest, but that little could be determined at the planning stages until we see what is available.

✓ Rachelle Sasser commented that the El Camino College campus currently operates a college sanctioned Walk-Roll Program for its employees, suggesting that the committee take a closer look to see if this is a directions that we want to pursue as a part of the employee wellness feature for District employees.

✚ Ms. Sasser explained that the “roll” feature is an exercise program of some sort, where employees can participate, which takes place at the 12:00 noon hour. The “walk” component, she continued, occurs daily at 3:30 pm, where employees gather for a 30 minute walk session.

✚ Ms. Sasser informed that they learned of this wellness offering at the flex day sponsored at the Torrance campus, noting that Rory Natividad explained the operations as being an effective approach for helping to ensure employee wellness at their campus.

✚ Ms. Sasser concluded that the Torrance campus gym instructors do the exercise program at the noon hour for the benefit of the employees on that campus.





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- ✓ **Action Item:** Ms. Sasser commented that she would take the lead in exploring what the Torrance campus wellness program actually entails to see if it is something that we might duplicate at the District location. She noted that we are still a member of the El Camino College entity and that we should be able to provide District employees with the same sanctioned activities that exist at El Camino College, Torrance.
  
- ✚ Travis Martin inquired as to whether or not a designated room and exercise equipment would be provided exclusively for employee usage as discussed in previous committee meetings relating to the start of an employee wellness program. She suggested that if we could provide a dedicated space for District employees, we might want to see if we could borrow some equipment from the weight room for employee usage.
  
- ❖ Ms. Sasser responded by stating that the District would not be able to provide dedicated space or exercise equipment for this offering. She commented that she will undertake the task of contacting Junior Domingo to see what occurs at the El Camino Torrance campus, and what accommodating duplicating efforts can be achieved for District employees. She noted that the current District area would have to serve as a means at this time, and that perhaps we could block off time for employees in our already existing areas. She concluded by stating that she will have more information after she gathers her information.
  
- ✚ Kayla Ellis commented that from the District perspective, instructors are always inquiring about compensation. She stated that the District has plenty of adjunct gym instructors who would be interested in providing structured exercise instruction if there was a pay incentive.
  
- ❖ Ms. Sasser commented that at the El Camino Torrance campus the instructors' volunteer their services and are not getting paid or compensated. She reasoned that if instructors' at the District campus don't want to volunteer, than the employees can gather at the designated hour for the walk portion of the wellness offering.
  
- ✚ Angela Boyer inquired of those employees who need the time off from work to participate in the employee wellness program.
  
- ❖ Ms. Sasser informed and reminded that the employee wellness program has to be a "sanctioned activity" by the District, commenting that we first have to work it out at the El Camino Torrance campus to determine how things were accomplished; then when we come back to the District group because we are a college of El Camino Torrance, we can duplicate what is sanctioned at that location.
  
- ✓ **Action Item:** Donald Roach is assigned to go to the two main health insurance carriers and find out what links are available that relate to diet, diabetes, high blood pressure, weight control and high cholesterol and smoking cessation. He is also to inform the group if the carrier options are available to District employees as a whole, or if these links are provided to service members only. Once he has completed this task, he will forward the information and/or links to committee members for their review. This action is to occur before the February 2018 meeting so that the committee can discuss what is available for our members.
  
- ✓ **Action Item:** Rachelle Sasser will contact Junior Domingo at the District to determine weight room usage, and find out more information about the ECC Roll-Walk Program.

### ➤ Future Activity Suggestions

There were no responses to future activity suggestions at this time. Members were invited to send an email to all committee members if they had any suggestions that the committee at large should consider as it relates to future committee focus.

➤ **Questions & Discussion**

- ✓ Kayla Ellis commented that the committee engaged in some initial dialogue last year about the possibility of including a platform for information dissemination relating to diabetes or some other health care issues that were a common thread in health quality concerns of District employees. She commented that while an employee may have a diagnosis or treatment regimen for a particular health concern, that individual may still not have full grasp on informational aspects of their health situation. Ms. Ellis offered that the committee might consider some way of embedding informational segments made available to an employee, perhaps by adding something to the District webpage with hyperlinks that would take an interested individual to something more explanatory and yet not diagnostic. She exemplified that many of the common health concerns at the District have a common thread inside of diet and dietary intake relating to high blood pressure, high/low cholesterol, or diabetes. She offered that the committee might consider looking into something much like the training videos that employees are required to access relating to safety, or Title required mandates. Ms. Ellis concluded by stating that it would be nice to have something that talks about diet, or certain things that they can just provide information access.

- ✚ Ms. Sasser commented by stating that what we have to do is find out about the carriers and where they have certain types of health care information, then we could just refer our people to their URL. She reasoned that the District cannot be responsible for providing people that type of information. Ms. Sasser offered that it is important to do the research, find out where an entity sponsors this information on their website, and then just refer those people to their websites. She exemplified that we could perhaps send out a blast that says “if you’re interesting in knowing more about a particular topic, then go here, or go there.” Ms. Sasser noted that perhaps the most appropriate way to look at this suggestion is to point out the link and then leave the responsibility to the employee for seeking whatever information best fits their needs.

- ✓ Travis Martin inquired about the health benefit selection coverage as it relates to covered dependents who reach the age of non-coverage (age 26) before the policy period expires. The question was framed around what happens if an employee pays for the coverage and the dependent is not scheduled to be covered for the full coverage term, is the employee reimbursed any excess amounts associated with overpayment.

- ✚ Ms. Sasser responded by stating that the carrier knows when dependent cover should end and the charges are rated accordingly. As it relates to the District portion of coverage payment no fee is returned to the employee, only excess out-of-pocket amounts that are personally paid for by the employee are reimbursable.

➤ **Meeting Conclusion**

The Health Benefits Committee meeting concluded at 2:00 p.m. Minutes transcribed by Kayla Ellis

**The Next Scheduled Meeting**

**February 5, 2018**

**1:00 pm to 2:00 pm/Compton College District – Human Resources Conference Room**