Human Resources and Labor Relations Committee


System Staff: Tracy Bigney, Frank Gerry, Kelley Wiltbank, and Rebecca Wyke.

Committee Members Absent: None

Trustee Medd, Chair, convened the meeting.

Review of Board Policy 404.3 – Appointments. The Committee reviewed and discussed the current Board Policy 404.3 – Appointments. Suggested changes to the Policy presented for review included the following:

- Delegate authority for all appointments, except presidents and chancellor regardless of salary and organizational level, to the presidents and, for system positions, to the Chancellor.
- Delegate approval of Management Group positions to the Chancellor on the recommendation of presidents.
- Delegate authority to approve appointments to the presidents or Chancellor and require a periodic report to the Board of appointments to the Management Group.
- Remove the requirement for Chancellor approval of salaries above a specific threshold.
- Retain the requirement for Chancellor approval of salaries above a specified threshold, but increase the threshold.

The Committee discussed the alternative change options for the Policy. It was suggested to obtain data from the American Governing Boards (AGB) to review the appointment policies from other similar systems. The Committee agreed that changes to the Policy would be appropriate and Ms. Bigney, Chief Human Resources and Organization Development Officer, stated she would review the options, research other university policies and submit a proposed policy change for Board approval at the November Board meeting.

Human Resources and Labor Relations Committee Work Plan. The Committee reviewed and discussed the Human Resources and Labor Relations Committee Work Plan for 2011-2012 and agreed to move forward with the items outlined in the Plan. Chancellor Pattenaude explained the concept of a special project on organizational effectiveness and investment in human capital and stated that Ms. Tamara Mitchell from UMFK will shortly start working at the UMS on the project.

Implementation of Recommendations of the Employee Health Plan Task Force. Trustee Medd explained that at the July 18, 2011 meeting the Board received the recommendations of the Employee Health Plan Task Force. The recommended actions include quality, cost and payment reform; plan design changes; health improvement; communication and education; and ongoing stakeholder involvement. The recommendations must be implemented starting January 1, 2012.
in order to achieve the Task Force’s charge of reducing the cost increase trend in the UMS group health plan. Recommendations that affect UMS group health plan provisions and employee costs are subject to collective bargaining for represented employees and to Board approval for non-represented employees. Negotiations are currently underway with all bargaining agents for contracts for fiscal years 2012 and 2013.

In addition to its recommendations for actions, the Task Force identified key factors necessary to successfully achieve the cost trend targets. Among the key factors are:

- Vocal, committed and persistent support by the Chancellor, Presidents, the Board of Trustees and other university leaders
- Vocal, committed and persistent support by the unions representing UMS employees
- Financial and staff resources to carry out the work in order to successfully implement the recommendations
- Continued work by the Task Force or successor body to monitor and adapt the work to the changing environment
- Effective communication and education of employees and dependents about the importance of this work for their own health and to the financial health of UMS

Taken as a whole these key factors constitute a change in UMS to a culture of health improvement encompassing policy changes, management attitudes, and behavioral changes of employees and their dependents. Ms. Bigney discussed the communication strategy for the health and wellness plan changes.

On a motion by Trustee Fournier, which was seconded by Trustee Hood, the Human Resources and Labor Relations Committee agreed to forward the recommendation to implement the Task Force recommendations effective January 11, 2012 for non-represented employees and any bargaining units that agree to do so to the Consent Agenda.

**Creating a Culture of Health.** Ms. Bigney introduced Tom Hopkins, Director of Compensation and Benefits and Noah Lundy, Labor Relations Coordinator. Ms. Bigney provided a presentation on the Board’s role in creating this change in culture. A culture of health is needed to not only reduce the cost trend but it also is essential to employee and family morale and productivity. By slowing the rate of increase in health insurance costs, UMS will free up resources for other priority uses such as wage and salary increases. The success in reducing the health plan cost trend depends on achieving 80% or more participation in wellness programs. The role of the Board is to establish values, strategic directions, and measurements and to hold leaders accountable.

Multi-year trends will be tracked to see how successful UMS has been in its initiative to “Bend the Trend” and what percentage of employees and spouses/partners participate in the wellness programs. Chancellor Pattenaude suggested the Board be provided a brief report in January 2012 on the progress.

**Executive Session**
On a motion by Trustee Goodman, which was seconded by Trustee Fournier, the Human Resources and Labor Relations Committee went into Executive Session under the provisions of 1 MRSA Section 405 6 A & C for the purpose of discussing personnel appointments, reassignments and duties, and labor contracts.
On a motion by Trustee Hood, which was seconded by Trustee Fournier, the Committee concluded the Executive Session.

Appointments for Trustee Approval. Trustee Medd presented the appointments to positions at or above the level of Dean or equivalent or with tenure as recommended by the Chancellor, as follows:

- Carolyn Ball, Associate Professor of Public Policy and Management with tenure, USM (transfer of tenure from UM to USM)
- Katherine Greenleaf, Chief Operating Officer, USM

On a motion by Trustee Fournier, which was seconded by Trustee Collins, the Committee agreed to forward the recommendations to the Consent Agenda.

Adjournment.

Ellen Doughty for
J. Kelley Wiltbank, Clerk