Benefits and Finance Meeting  
January 22, 2016

Attendance: Mark Hampton, Andrea Lange, Bari Lynne Kersey, Carolyn Burton, Eugene Hamilton, Joe Holt, Kate Laking, Ken Schweitzer, Laura Johnson, Kyoung Mook Lim

The minutes from the December 18, 2015 were unanimously approved.

Carolyn provided an update on the shift of open enrollment for employee healthcare benefits from fiscal year to calendar year. This shift will allow Human Resources more time to educate employees on healthcare decisions, aligns with the affordable care act, retirement plan, and flexible spending account limits. Human Resources is scheduled to meet with Willis on February 4th to discuss options including a possible six-month healthcare plan or to extend employees current plan to an 18-month plan at the current cost. Negotiations with Willis will include over-estimation of employee premiums which resulted in rebates from United Health Care the last three years. Carolyn, Mark, and Laura will meet regarding how this may affect new faculty hires and COLA increases. Carolyn stated that it is possible that the college may engage a new healthcare broker.

Carolyn stated that it is now a requirement for Americans to have health insurance that meets certain minimum requirements under the Affordable Care Act; the IRS is in charge of enforcing this requirement and the penalty for failing to having the minimum health insurance is a tax penalty. Carolyn continued stating that there are new forms in benefits and tax regulations this year that will be provided to employees.

- Form 1095-C is from Washington College and provides proof that employee had healthcare coverage that meets or exceeds the minimum standards.
- Form 1095-B is from United Health Care which contains employee dependent information and provides proof that they had minimum healthcare coverage.

The extended deadline for providing these forms to employees is by the end of March; however Human Resources is hoping to have these available by the 1st week in February. If you file a 1040 tax form, these forms are not needed; however, it is important that you keep these forms with your tax information.

Smoking Task Force Update - Carolyn stated that at this time discussions have not included efforts to move towards a smoke-free campus. Members of the Smoking Task Force Committee have met twice and discussions have included having a common, well communicated policy that indicates where smoking is permitted, the location of receptacles for used smoking materials (safety/cleanliness), enforcement of appropriate practices by all members of the campus community (mutual accountability and enforcement), and the importance of health education and cessation support (health and safety). Andrea recommended that someone from the Global Education Office be appointed to the task force committee.

Mark stated that the Board meeting scheduled in February will focus primarily on capital planning and multiyear capital budget development. Tuition modeling and structure options will also be discussed. Mark announced that our new VP for Advancement Andrea Trisciuzzi will begin on February 1st and that the capital campaign is moving forward.

Eugene recommended that the BVG Financial Affairs Committee meet w/ members of the Benefits & Finance Committee in the near future.

There was no further business to discuss, the meeting adjourned at 9:53