

University of South Alabama Fringe Benefits Committee – Meeting Minutes

Date: August 7, 2007
 Time: 12:00 Noon
 Place: University of South Alabama

Members:

Dr. Lanier S. Cauley	Mechanical Engineering	Present
Dr. Patsy C. Covey	Academic Affairs	Absent
Mr. M. Wayne Davis	Chairman - Financial Affairs	Present
Ms. Elnora Davis	Central Supply	Present
Mr. Pat Downing	USA Brookley Center	Present
Mr. Edward Felts	Computer Services Center	Present
Ms. Amy Fleet	Marketing	Absent
Dr. Jean Irion	Chair, Faculty & Senate FBC	Absent
Mr. David Knight	Supply, Processing & Distribution	Present
Ms. Bessie Lee	Pediatrics	Absent
Mr. John Pannelli	COM Business Office	Present
Ms. Kelly Peters	Business Office	Present
Dr. Victoria Rivizzigno	Earth Sciences	Present
Dr. Robert Shearer	Office of the President	Present
Mr. Joseph M. Smith	Maintenance	Absent
Ms. Barbara Shirvanian	Dean of Students	Present
Dr. Vicki Tate	Chair of Faculty Senate	Present
Dr. Stephen Teplick	College of Medicine	Present
Dr. Allan Tucker	College of Medicine	Present
Ms. Carolyn Williams	College of Medicine	Absent

Others Present:

Ms. Pamela Henderson, Director of Human Resources
 Mr. Gerald Gattis, Associate Director of Human Resources
 Ms. Anne Glenzer, Human Resources Manager, Learning/Development & Special Programs
 Ms. Ashley Baugh, Assistant Human Resources Manager, Employee Benefits
 Ms. Tina Stalmach, Benefits Coordinator
 Ms. Esther Rogers, Employee Assistance Coordinator
 Mr. Ed Kahalley, Jr., Benefits Consultant and Secretary to the Committee
 Mr. David Cooper, Ms. Lori Schneider, Ms. Daina Evans, Ms. Kathleen Shuleva, Blue Cross and Blue Shield

Call to Order & Meeting Minutes:

Chairman Wayne Davis called the meeting to order. The Chairman distributed and asked for approval of the 5/1/2007 meeting minutes.

A motion was made, seconded and the vote unanimous to dispense with the reading of the meeting minutes and approve same as prepared by the Secretary.

Promoting Health and Wellness in the Workplace:

The Chairman introduced Mr. David Cooper stating that today's meeting was dedicated to the subject of health and wellness. He stated that several Blue Cross and Blue Shield (BCBS) representatives were present to discuss the resources available through BCBS.

Mr. Cooper stated that it is a challenge to make our members healthier. BCBS recognizes that the effort is worthwhile and will help all employees and their family members have healthier lifestyles resulting in lower benefit costs. Mr. Cooper presented the other members of his group stating that they would provide a general background in the resources available through BCBS.

A presentation followed that covered all of the programs BCBS has recently initiated to help its clients achieve and maintain healthier lifestyles, including:

- ✓ *For Your Health* an integrated web-based tool providing:
 - ✓ *Health Quotient* – a health assessment tool to identify and reduce health risks
 - ✓ *Personal Health Record* – a record of personal health and claims data including emergency patient information
 - ✓ *Health Trackers* – a monitoring system for blood pressure, cholesterol, weight, stress and more
 - ✓ *LifeStyle Solutions* – programs offering step-by-step guidance to help reach individual goals including nutrition, fitness and disease fighting
 - ✓ *Latest Health News* – topics of interest on health
 - ✓ *BeHealthy* – a program offering significant resources for an individual to assess health status, improve and maintain health

The BCBS representatives spoke about their *WalkingWorks* program which integrates at work exercise with a continuing program that provides fitness to all members. They stated that many employers were using this program with good results.

They distributed information on a number of programs stating that BCBS provides the printed, online and video information free of charge to the employer. The programs include: Stress Management Tool Kit, Nutrition Tool Kit, Tobacco Cessation Program, LifeStyle Solutions WellCoach Program and a Health Observance Calendar.

They also discussed existing programs such as Baby Yourself, a prenatal program for wellness, Care Management and Disease Management, both directed at specific diseases and medical conditions with intense monitoring and coaching for better outcomes.

The representatives stated that to have an effective program an employer needed a dedicated wellness coordinator or wellness committee. BCBS can supply a good amount of information and material to help with the program, but the employer is primarily responsible for establishing the level of the program and coordinating the resources and communication.

They also stated that it was difficult to estimate the return on investment but that it was sufficient to warrant an employer's commitment.

They stated that an employer might wish to start with just one or two of the programs and move from department to department. They stated that the important thing was to develop a healthy environment supported by top management. They noted that financial incentives would significantly increase participation.

BCBS can help administer financial incentives and will have a program in place by the first of 2008. Incentives can be offered for the HealthQuotient, smoking cessation and other programs concerning cholesterol, weight and exercise.

They also stressed confidentiality. They stated that the information and programs dealing with an individual's health or medical records would be kept strictly confidential and could not be accessed by BCBS, the employer or any other party.

The representatives stated that BCBS had partnered with HealthWise, Matria Health Care, WebMD, the American Cancer Society and other organizations to provide an overall program of education and support.

Financial Report:

Mr. Gattis gave a brief summary of the financial status of the Plan as of June 30, 2007.

Adjourn:

There being no other business to come before the Fringe Benefits Committee the meeting was adjourned at 2:00 p.m.