

The Meeting of the Human Resources Committee of the Connecticut Health and Educational Facilities Authority was called to order by John Biancamano, Committee Chair, at 12:15 p.m.

Approval of Minutes

Mr. Biancamano requested a motion to approve the minutes of the November 16, 2016 Human Resources Committee meeting. Mr. Biancamano moved to approve the motion; Mr. Dakers seconded the motion.

Upon roll call, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
John Biancamano	None	None
Robert Dakers		
Dr. Peter Lisi		

Review of 2017 Employee Benefit Changes

Mr. Biancamano turned the floor over to Ms. Peoples who provided an overview of the Employee Benefit Changes.

Ms. Peoples stated that administrative changes to the Cafeteria Plan included dollar amounts removed and replaced with “the maximum dollar amount allowed by the Internal Revenue Service.” She stated the change was made because IRS amounts are frequently adjusted, thus eliminating the need to update the Plan documents every time the levels are changed by the Internal Revenue Service.

Ms. Peoples stated that for 2018 the Authority will change from a semi-monthly current payment to a bi-weekly in arrears payment for payroll which will commence with the first pay date on January 12, 2018. A discussion ensued.

Dr. Lisi asked if this change in payroll would cause staff to go without pay for a period of time which would affect their budgets. Ms. Weldon stated that staff had been informed a year ago as to these changes so that they would have time to adjust to the new payroll schedules. Ms. Peoples added that staff would have to adjust to 26 pay periods versus 24.

Ms. Peoples further presented a change to the Authority’s dental plan for 2018 which is currently provided to employees with no premium sharing expense. Ms. Peoples stated that employees are not able to opt out of the Authority’s current dental plan. She

stated, however, that beginning 2018, the dental plan will be modified to one that allows employees the option to not receive dental benefits from the Authority. She pointed out that some staff wanted to opt out because they have access to alternative dental coverage and CHEFA's dental coverage impacted their benefits under their alternative coverage. She stated that the Authority will institute a small premium sharing expense at a specified level in 2018 and provide staff with the option to upgrade to a higher level of coverage, at the expense of the employees. A discussion ensued.

Executive Session – Performance Evaluation of Executive Director

The Committee convened to go into Executive Session at 12:30 p.m. to discuss the performance evaluation of the Executive Director. Ms. Weldon was asked to remain in the room.

The Committee exited the Executive Session. No votes were taken in the Executive Session, and the Committee meeting reconvened at 1:05 p.m.

Mr. Biancamano requested a motion to approve a 2% merit increase, retroactive to July 1, 2017 for Ms. Weldon. Dr. Lisi moved to approve the motion. Mr. Dakers seconded the motion.

Upon roll call, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
John Biancamano Robert Dakers Peter Lisi	None	None

The meeting adjourned at 1:07 p.m.

Respectfully submitted,

Jeanette W. Weldon
Executive Director