

**Staff Council
Meeting Minutes
March 12, 2008, 1:30 p.m.
S401 PBB**

Present: Chris Anderson, Joyce Baker, Lori Bassler, Linda Bergquist, Robert Brown II, Nancy Davin, Janet Duncan, Nancy Fick, John Forys, Matthew Gilchrist, Martha Greer, Mary Greer, Kimberly Hammen, Diane Hauser, George Hospodarsky, Glen Kell, Kathy Klein, Robert Manders, Patricia Mason-Browne, Marian Muste, Janette Pettus, Laura Prince, Kathleen Renquist, Paul Ruff, Gary Sanborn, Mark Schmidt, Michael Schueller, Amber Seaton, Julie Sexton, Karen Shemanski, Kris Sigsbee, Anne Sopher, Duncan Stewart, Eileen Sullivan, Sarah Tallman, Kristina Venzke, Dianne Wasson, Michelle Wiegand, Marsha Adolph

Absent: Stacy Coffman, Mohammed Filali, *Helen Jameson*, David Johnson, Jill Kordick, *Kathy Last*, Virginia Miller, Mary Lee Neuberger, Deb Pfab, Sandra Reed, *Heather Schnoebelen*, Carlette Washington-Hoagland, Jeffrey Wasson, *Rhonda Weaver*, *Al Young*

Administrative Liaisons: Sue Buckley, Associate Vice President and Director of Human Resources; Kevin Ward, Executive Associate Director of Human Resources

Guests: Joni Troester, Paul Rothman, Glenn Mowery

The meeting was called to order at 2:30 p.m.

1. Attendance and Announcements:

- a. Kathy Klein took attendance.

2. Review/Approval of Minutes:

- a. Staff Council Meeting Minutes, February 13, 2008, were reviewed and approved.
- b. Staff Council Executive Committee Meeting Minutes from February 20, 2008 were reviewed.
- c. Staff Council Executive Committee Meeting with President Mason, February 27, 2007. Meeting minutes were reviewed.

3. Elections Committee:

- a. Election of Officers: Martha Greer was nominated for Vice President-President Elect and Lori Bassler nominated for Secretary. Both made statements to the Council, ballots were distributed, and both were elected.
- b. Staff Council election results announced will be announced on the website.
- c. Mary Greer gave thanks to the following:
 - i. Janet Duncan who was able to get Staff Council on the Iowa homepage which directed traffic to online balloting.
 - ii. Kathleen Renquist was able to put an announcement in the *FYI* twice.
 - iii. Kathy Klein delivered a poster to all councilors encouraging voting.
- d. In addition, this year there were targeted mass emails – first an email that went to all staff announcing the election; next, thank you's to those who had voted, and reminders to those who had not voted. In total, 28% constituents voted, an improvement over last year.

4. Recognition of Councilors / Service Awards:

- a. Kathy Klein recognized and thanked the following councilors who will be going off council at the end of March. Chris Anderson, Nancy Davin, Mohammed Filali, Kathleen Renquist, Anne Sopher, Michelle Wiegand, Al Young, Jeffrey Wasson, and Kim Hammen. Certificates will be mailed to councilors going off.
- b. Klein announced that some councilors are ending because of reclassification or resignation. They are:
 - i. Julie Sexton reclassified from MSEC to P&S in the Health Plans Office

- ii. Eileen Sullivan was reclassified to HR Assistant from MSEC.
 - iii. Jill Kordick resigned.
- c. Klein presented a plaque presented to Mary Greer from last year in recognition of her Staff Council Presidency (2006-07).
- d. At-Large position openings for Executive Committee were announced and nominations were taken.
 - i. Kathleen Renquist nominated Amber Seaton
 - ii. Karen Shemanski nominated Laura Prince
 - iii. Eileen Sullivan nominated Janet Duncan
 - iv. Lori Bassler nominated Mary Greer
 - v. Kris Sigsbee nominated George Hospodarsky
 - vi. Marian Muste nominated Kris Sigsbee
- e. Nominations will again be taken at the April meeting where an election will be held.

5. Search Update: Associate VP for Clinical Affairs and CEO, UIHC:

- a. Dr. Paul Rothman, co-chair of the search committee presented. Dr. Rothman described the committee membership. Dick Gustafson and Heather Kopecky from Heidrick & Struggles are conducting the search. The committee began meeting on February 5, every Tuesday. They have been charged by VP Robillard to define what they're looking for; gather names and recruit candidates; interview; and present candidates to VP Robillard.
- b. Dr. Rothman presented a timeline with the first round of interviews in mid-April, second round by mid-May, with final candidates selected by Memorial Day.
- c. Rothman indicated he is meeting with 15-20 constituencies and asking questions, such as what do we want the CEO to accomplish? What challenges/opportunities lie ahead for UIHC and the communities we serve? How will we judge success? Several comments were made.
 - i. One vision/one mission is important to work with the concept. Rothman indicated that 40-50% of academic medical centers have a similar structure and we need someone who can work in this structure. We want someone who has dealt with expansion issues, inpatient vs outpatient, and multiple campuses. The person selected should deal with the congestion with athletic and medical facility so close.
 - ii. A councilor commented that the person should focus on outpatient services off campus including non-specialty clinics (i.e. Family Care Center).
 - iii. Rothman emphasized that the 30 year capital plan ended last year.
 - iv. Laura Prince would like to see more encouragement for retention of the "best and brightest".
 - v. Someone asked if a medical degree is a requirement? Rothman responded that the individual should have an MBA, JD, MPH, MD or PhD
 - vi. The individual selected should have a strong commitment to diversity, both in the workplace and be able to work with diverse groups of people who come to the hospital to receive care.
- d. Major challenges identified were: national economic conditions, the state of the nation's healthcare system, parking, access, transportation systems (county level transportation systems aren't working), working with communities to solve local health problems, and the need to make research valuable to communities. We need someone who understands the role of UIHC in the state. Kris Sigsbee identified major staffing issues and lack of continuity of care and she shared a recent experience.
- e. Nominations should be given to Kathleen Barbee, phone 353-8465.

6. LiveWell Program Update:

- a. Joni Troester provided an update on LiveWell. The foundation of the program is the health risk assessment (HRA) and is based on health interests and health needs, employees are able to participate in free health coach service. The goal is to have a culture that supports people, health improvement plans, with a return on investment over three years. Merit Staff were added to the eligible group now totaling 15,000. Incentives are \$50 for first time HRA,

\$65 thereafter annual, and a monthly drawing for \$500. It is recommended that people participate at least one time annually.

- b. Troester reported that 53% (7,700) completed the health risk assessment, including 54% merit staff, 58% P&S, and 58% MSEC. Improvements were identified in physical activity, healthy eating behaviors, and stress management. There was a migration of people from high risk behaviors to low risk behaviors. There is a predicted monthly reduction in healthcare expenditures for those who participated in the health coach program. IMU Food Service and Student Health have been involved with a healthy eating campaign.
- c. The goals for 2008 include increasing HRA participation to 60%. They hope to expand data analysis and integration with other UI wellness programs such as smoking cessation; they plan to enhance marketing and communication efforts and expand the health coach service to increase accessibility.
- d. Troester reported that the President Mason is very supportive of a “partnership for prevention”/leading by example initiative and Iowa was recently featured amongst major Fortune 500 programs featuring health and wellness programs, along with Michigan.
- e. Councilors were asked to encourage staff to complete the survey at least once a year, but not more often than every 90 days. Troester also reported that they are trying to remove all financial barriers to quitting smoking.
- f. A councilor suggested putting saved funds toward access to Field House and other facilities for prevention and proactive health measures. She reported that they are looking at subsidizing faculty and staff memberships at the new wellness facility for those who participate in the HRA process.

7. Awards Committee:

- a. Martha Greer presented for the Awards Committee. Nomination requests have gone out and are due April 15. Another reminder will be sent out. They need people to serve on the selection committees, which will be a short-term commitment. Martha described the awards.

8. Committee on Committees:

- a. About 150 applications have been received; binders have been prepared for Committee on Committee members to review.

9. Research Representatives Response to Research Faculty Track:

- a. Research staff had a brown bag meeting. Areas of concern were identified with regard to the Research Faculty Track: people not knowing this was happening before the faculty senate made a decision and the effect on research staff members. A letter will go the President Mason in the next day or two. Send comments regarding the letter to George Hospodarsky and Kathy Klein by noon tomorrow.

10. Renewable Energy Project (Glen Mowery):

- a. Glen Mowery from the Renewable Energy Project gave a presentation on the UI's efforts on campus at reducing their carbon footprint. Energy costs are climbing rapidly and they're developing a plan that is sustainable for long term. The UI was first in the nation to burn oat hulls with coal, a hugely successful project.
- b. He discussed plans for digesting methane produced by trash at area landfills. If this project is able to come to fruition, it will be 100% renewable energy.
- c. More information may be found on the Iowa A-Z website under “Energy Management.”

11. Human Resources Report:

- a. Sue reported that the Board of Regents are reverting back to 2-day meetings, the next one being April 30-May 1 at UNI.

12. Salary Proposal:

- a. Duncan's proposed letter was distributed; comments should be sent to him. There will be discussion at the April meeting.

13. Announcements:

- a. President Mason is hosting a reception at her home on April 7 for current and new councilors.

The meeting adjourned at 3:40 p.m.

Respectfully submitted by,
Nancy J. Davin, Secretary