

CAMPUS SERVICE STAFF ADVISORY COMMITTEE MINUTES
February 9, 2021

Members Present/Absent	See attached attendance.	
Item #1 Meeting Called to Order & Adoption of Agenda	<p>Chair called the meeting to order at 1:31 p.m.</p> <p>A motion to adopt agenda with changes:</p> <p>Motion:</p> <p>Second:</p>	<p>S Mellady</p> <p>B Plantenga J Shepherd</p>
Item #2 Approval of Minutes	Chair asked for any corrections/additions to the January 2021 minutes. Hearing no corrections, the minutes are approved.	S Mellady
Item #3 Announcements	<p>Reminder that all subcommittee chairs and university committee representatives should submit their written reports to Melissa Jasek by noon Thursday prior to the full meeting so that they may be included with the agenda</p> <p>Attendance - reminder attendance at all meetings is important</p> <p>Member of the Quarter – Dave Montgomery announced as recipient</p> <p>Roll Call</p>	S Mellady
Item #4 University Officers' Reports	<p>Gina DelSanto</p> <ul style="list-style-type: none"> • ADDL processed swabs for those with no symptoms and reserving rapid tests for those with symptoms – in effect for the remainder of the semester • Fraternities, Sororities and Coops (congregate housing) residents <ul style="list-style-type: none"> ○ Being tested every other week to identify hot spots ○ Positive cases now being quarantined at Purdue Village ○ Freshman members not living in the house but visiting are now being tested • 70% of classes are in person or hybrid for this semester • Purdue approved as vaccination site but there is no vaccine supply • Strategy changes at national level with vaccinations to be provided at the retail level 	Gina DelSanto Chief of Staff

	<ul style="list-style-type: none"> • Federal announcement for 5% increase in vaccinations would to federally qualified health centers for low-income communities and underrepresented individuals – Indiana locations would be major metropolitan areas • COVID response team discussing key questions pertaining to Fall 2021 semester <ul style="list-style-type: none"> ○ More details to come in next 48 hours ○ Decisions need to be made for fall class catalogue publication ○ Additional decisions to be made in upcoming weeks <p>Benefits - Questions about pharmaceutical / prescription drug costs and factors could be:</p> <ul style="list-style-type: none"> • Due to difference medical plan • Deductibles reset to zero • Prescription cost changes <p>Contact Benefits with questions and assistance or RX Savings Solutions can also be used to look at cost and options at different pharmacy locations</p> <p>Performance Management process reminder:</p> <ul style="list-style-type: none"> • March 1 – 12 Employee self-assessment • March 15 – April 2 Manager’s assessment • April – one-on-one meetings and unit reviews • May into June to finalize • Supervisors need to check for employee goals 	<p>Bill Bell VP for Human Resources</p>
<p>Item #5 Subcommittee Submitted Reports</p>	<p>Executive</p> <ul style="list-style-type: none"> • Discussed membership outreach and referrals <p>Communication</p> <ul style="list-style-type: none"> • Social media numbers are still growing <p>Professional Development</p> <ul style="list-style-type: none"> • Finalized grant flier and applications; ready to post <p>PEAP</p> <ul style="list-style-type: none"> • Winery tour being planned; more information to be provided when finalized <p>University Relations</p> <ul style="list-style-type: none"> • Over 5,000 pounds of food drive donations • Lateral moves and pay bands and how they work; has reached out to Brenda Coulson 	<p>Mellady/Turner Montgomery/Holley Bender/TBD Props/Geiger Kirchgessner/Plantenga</p>
<p>Item #6 Regional Campus and University Committee Reports</p>	<p>Purdue University Fort Wayne</p> <ul style="list-style-type: none"> • None <p>Purdue University Northwest</p> <ul style="list-style-type: none"> • None <p>Big Ten Collaboration Staff Advocacy</p> <ul style="list-style-type: none"> • None 	

	<p>College of Engineering Staff Advisory Counsel</p> <ul style="list-style-type: none"> • None <p>Employee Assistance Program</p> <ul style="list-style-type: none"> • Decision has been made on provider; information to be sent <p>Martin Award</p> <ul style="list-style-type: none"> • None <p>Healthy Boiler</p> <ul style="list-style-type: none"> • None <p>New Employee Experience</p> <ul style="list-style-type: none"> • Ideas were discussed for new employees <p>Protect Purdue</p> <ul style="list-style-type: none"> • Biweekly meetings with Provost Akridge • Information on Protect Purdue website <p>Recreational Wellness Advisory Board</p> <ul style="list-style-type: none"> • None <p>Retirement Planning Meeting</p> <ul style="list-style-type: none"> • None <p>Spring Fling</p> <ul style="list-style-type: none"> • None <p>Staff Memorial Committee</p> <ul style="list-style-type: none"> • Date not set • Families invited • Discussion program <p>Policy Committee</p> <ul style="list-style-type: none"> • One policy regarding student records was approved <p>University Senate</p> <ul style="list-style-type: none"> • Meetings are public • President Daniels discussed growth and development on campus including possibly expansion of air service • Chris Ruhl, CFO, discussed merit increases resuming July 1 unless there are setbacks and that tuition is frozen for 10th year <p>Staff Appeals - Traffic Regulations</p> <ul style="list-style-type: none"> • None <p>Sustainability</p> <ul style="list-style-type: none"> • Presentation to University Senate regarding options for sustainability around campus <p>Faculty Compensation and Benefits</p> <ul style="list-style-type: none"> • Benefits of the CARE.com membership • Request for proposal for EAP providers • Medical plan reviews and coverage for 2021 • February /March discussion will include survey results and 2022 medical plans <p>Parking and Traffic</p> <ul style="list-style-type: none"> • None <p>Arts and Design</p> <ul style="list-style-type: none"> • None 	

<p>Item #7 Guest</p>	<p>Lisa Heider, Recreation & Wellness, led stretching exercises prior to speaker presentation</p> <p>Carmen Williams, Recreation & Wellness Discussed wellness services offered by Recreation & Wellness</p> <ul style="list-style-type: none"> • Massage / Light therapy, its many benefits, and why it is important • Nutrition Education Programs • Health and Wellness programs • Financial Literacy Education Programs • Group X & Fitness • Fitness Operations • Aquatics, sport programs, and climbing services 	
<p>Item #8 New Business</p>	<ul style="list-style-type: none"> • Membership referrals requested by end of March; asking for 2 referrals per member requested – submit to Sara • Joint meeting with MaPSAC in March; submit questions to Sara for President Daniels by end of February • Professional Development grants – asked members to share information regarding employees / dependent grants 	<p>S Mellady</p>
<p>Item #9 Unfinished Business</p>	<ul style="list-style-type: none"> • None 	<p>S Mellady</p>
<p>Item #10 Areas of Representation and Bridge Submissions</p>	<ul style="list-style-type: none"> • Sara will provide Bridge submissions via email, contact if there are questions – <i>Received next day so included below for review</i> • Send any Bridge submissions to Sara and Brock 	<p>S Mellady</p>
<p>Item #11 Call for Adjournment</p>	<p>With there being no further business, the meeting adjourned at 3:33 p.m.</p> <p>Motion: Second:</p>	<p>S Mellady</p> <p>J Nichols B Turner</p>

Bridge Submissions and Responses provided via email 2/10/21 from Sara Mellady

I have some concerns that have been brought to CSSAC's attention over the last couple of weeks that I wanted to bring to your attention.

The first one is about employees who were rified in the spring of 2020. The following information was provided:

- You will have **Priority Consideration** for a period of one year (now through June 30, 2021) for open positions if and when new employment opportunities within the university arise. You will be contacted directly by Breanna Jones at bbaikema@purdue.edu or 765-494-9513 to set up an appointment.

The concern that has been brought up is that the rified employees no longer have access to SuccessFactors. They have tried to contact support and they are not allowed access back to SuccessFactors because they are not a current employee. Could you help to explain how priority consideration is established to rified employees? How are they flagged within the system if they have to apply as an outside, public facing candidate?

We are reaching out to those who have recently or will soon lose access to SF and assist them in creating an external profile. Once they create an external profile, we will flag them to ensure managers are notified of the preferential status. The recruiter sends a note to the hiring manager to ensure they are aware of the RIF candidate and the expectation that an interview is extended.

Second, there was a concern about an employee taking time off to take an elderly dependent to get the COVID vaccine. They were given conflicting information about the time they had to take off from work. They were told by one to take sick time and another that they had to take vacation time. Could you also clarify this?

I think we should allow them to use sick time –using the definition of “caring for an immediate family member” to include taking an elderly dependent to get their vaccine. Our policy states:

Sick time may be used to care for an immediate family member with a medical condition.

Immediate Family Member

The employee's spouse, parent, child, grandparent, grandchild, sibling, corresponding in-law and step-relative, and any other relative residing in the employee's home.

Unless the employee has had ongoing and documented attendance abuse issues or there are other performance concerns, I wouldn't question them using sick time if they took an elderly dependent to get their vaccine

Third, a question arose about the new medical coverage. If a procedure is done in network and a service is provided by out of network doctor, coverage is extended to in network benefits. However, this does not appear to be the same with tier 1 and tier 2. A procedure was done at a tier 1 provider, a service during that procedure was done by a doctor that was a tier 2 provider and coverage was NOT extended. Could you help to explain this process? Shouldn't the coverage extended between in and out of network be the same between tier 1 and tier 2?

We double checked with the Anthem team and we put language in last year (2020) that will process tier 2 claims at the tier 1 level of benefit if the member is inpatient or outpatient in a tier 1 facility but is treated by a tier 2 provider. This should be automated.

However, just like any medical claim, coding errors can occur. If someone has had a different experience (or believe they have), they should reach out to our benefits service center and they will work to investigate and correct, if appropriate.

Fourth and finally, I am sure you and your team have been bombarded with concerns over the closure of Patty Jischke Early Childhood Education Center. CSSAC does have some concerns over this closure and the wording within the statements released from the University. These concerns are clearly addressed in the open letter to President Daniels and Provost Akridge. I am sure conversation will continue on this topic over the next few weeks. We are looking forward to open dialog on this.

The immediate issue around this has been addressed and communicated at this point.