

Santa Monica College  
**Collegewide Benefits**  
**Minutes of the Meeting**  
**September 8, 2005**

Present

Pat Brown, Co-Chair  
Sandi Burnett, Co-Chair  
**Lenore Banders**  
Al DeSalles  
Peter Geltner  
~~Jeanette Goolsby~~  
Mitra Moassessi  
Reagan Romali

Guest

Gregory Brookins, Business Department

Absent

**Jeanette Goolsby**  
Ana Rojas

Assistants

Letty Kilian, Staff Assistant  
Mimi Vaval, Resource Staff Assistant

Co-Chair Sandi Burnett called the meeting to order at 9:35 a.m. and noted that the Committee lacked quorum to approve the August 30, 2005 minutes. She handed the Committee a job description of the detailed analysis of the Benefits Office, previously provided to a Business department faculty member.

Quorum was reached at 9:45 a.m.

Plan Analysis Progress

Business instructor Gregory Brookins was invited to attend the Committee meeting to discuss the feasibility of executing an analysis of the Benefits Office. His main concern was the level of detail that the Committee expected. The expected outcomes of the analysis will include the following:

- Determine the expense to the District if SMCCD leaves CalPERS
- Determine the current administrative responsibilities, including the volume and type of work, of the Employee Benefits Coordinator and CalPERS
- Assess how many employees would be needed to handle the administrative work if SMCCD leaves CalPERS
- The expense to the District to farm out what CalPERS currently handles for SMCCD
- The monthly detail "clean-up" that is involved to maintain current records
- CalPERS administration of the retirees and all that this entails

Committee member Mitra Moassessi suggested that it might be helpful to see what the cost is equivalent to in terms of hours, relative to the charge by CalPERS for the administrative costs.

Gregory Brookins will report to the Committee his decision to undertake the workflow study of the current administrative responsibilities by early next week. Co-chairs Brown and Burnett will discuss with Vice President of Academic Affairs Jeff Shimizu an increase to the stipend if the time needed exceeds 10-15 hours.

August 30, 2005 Minutes (As amended by Co-chair Pat Brown)

Motion was made by Mitra Moassessi and seconded Peter Geltner to approve the minutes of August 30, 2005 as amended:

Interim Superintendent Tom Donner offered that the District set up a separate plan for Section 125; the District would make an annual contribution of \$500/per member and \$1,000/per family to those employees who switch from PERSCare to Choice.

Motion was made by Mitra Moassessi and seconded by Peter Geltner that the Committee recommend that the District offer **the approved amounts** for the Section 125 Plan **as an** incentive to employees currently enrolled in PERSCare to switch to PERSChoice, and to all new employees to sign up for PERSChoice for 2006 during the open enrollment period. Currently enrolled PERSChoice employees will have the additional benefit of the Section 125 contribution.

***Unanimously approved as amended.***

Reports and Discussions

The Committee's co-chairs met with Interim President Tom Donner to discuss the Section 125 Plan incentive of \$500 per year for single party coverage and \$1,000 per year for two-party or family coverage to switch from PERSCare to PERSChoice. The incentive would also apply to currently enrolled PERSChoice employees and new employee enrollments. Co-chair Brown reported that Tom Donner will take the Committee's recommendation to the collective bargaining units for discussion. Dr. Donner also stated that any savings resulting from the PERSCare to PERSChoice move will be placed in a separate fund to cover the medical insurance liability for retirees.

A concern was raised as to where the savings from the Section 125 Plan are currently going. Reagan Romali will investigate and report back to the Committee.

Mitra Moassessi reported that at the Collective Bargaining September 7<sup>th</sup> meeting, the Collegewide Benefits Committee had been asked to further discuss the Section 125 Plan incentive and the allocation of any savings to be put into the retiree medical liability fund.

The Collegewide Benefits Committee felt that this is a collective bargaining issue and made the following motion.

Motion was made by Peter Geltner and seconded by Lenore Banders that the Committee recommend that the issue pertaining to savings resulting from the Section 125 Plan incentive be referred back to the bargaining units. This Committee does not have an opinion on this matter.

***Unanimously approved***

Co-chair Brown also reported that Tom Donner will investigate the rider to increase the lifetime maximum. He is also interested in this as an incentive.

Co-chair Brown also reported that in an effort to maintain current records, Health Benefits Coordinator Mimi Vaval sent a campus-wide e-mail requesting that all employees review the CalPERS statement that was mailed in August, report any changes or discrepancies and use the card enclosed with the mailing to request open enrollment materials. Employees must contact CalPERS directly if they do not have the mailing, should not contact Mimi for the materials.

#### New Business

A Health Benefits Forum was set for September 22<sup>nd</sup> from 11 a.m. - 1 p.m. The focus of the forum will be to address the option to move from PERSCare to PERSChoice and the Section 125 incentive (if a MOU is ratified).

A retirement workshop is planned for February 2006.

Member Mitra Moassessi reported that SMC is not listed on the 403B Compare website offered by STRS. She will find out what the process is to get SMC listed.

The Collegewide Benefits Committee now has a link on the College Benefits homepage.

#### Agenda for Next Meeting

- Administration plan analysis
- CalPERS Representative availability for Health Benefits Forum
- Section 125 unused money question

#### Adjournment: 11:00 a.m.

The next meeting of the Collegewide Benefits Committee will be held on Thursday, September 15, 2005 from 9:30 - 11:00 a.m. in the Library Conference Room.