



**Staff Advisory Council
Meeting Minutes
October 2016**
Notre Dame, LaFortune Center

Attendees: Marilyn Bassett-Lance, Tarrez Clark, Tricia Dalenberg, Shebra Guidry, Brenda Harley, Lori Haselrick, Amanda Huerta, Robyn Karkiewicz, Bernard Kulemeka, Rebecca Lamp, Julie Logue, Kim Miller, Evelyn Mitchell, Cassandra Smith, Tamara Springer.

Excused: Alissa Hochstetler, Michelle Kretchmer

Not Excused: Tammy Beckwith, Julie Hentig

HR Liaison: Sharon Hawkins

Meeting Guest: Denise Murphy, H.R.

Call to Order - Meeting called to order at 1:04 pm by Robyn Karkiewicz

Approval of September 8, 2016 Minutes - Kim moved to approve the minutes, second by Evelyn.

Two new members were welcomed to the committee; Tarrez Clark and Tamara Springer.

Committee Reviews and Assignments

Benefits – Robyn stated she would defer to our guest speaker for benefit updates.

Parking Appeals – Tricia stated the committee is meeting every two weeks to keep up with the many appeals they are receiving. Issues involving Ryan Hall, Legends, and handicap parking spots were discussed.

Interim Parking (Ad Hoc) – Robyn presented a report, but it must be kept within SAC. A final report will be forwarded to Mr. John Affleck-Graves by the end of October.

Promotions – Evelyn stated all items from Building Services were delivered to the recipient of our fundraiser.

Website – Rebecca and Robyn met with Marketing Communications on September 19th to discuss the basic needs of our website. We may use the group photo taken for the Presidential Team Irish Award for our website. Rebecca is posting meeting minutes, SAC directory, and dates of meetings.

ECDC – Kim stated no new news to share.

Compassion Fund – Shebra noted three applications were reviewed and each were awarded \$1,000. One employee had a difficult pregnancy and had to go out of town for services, the monies were used for her accommodations. Another employee's son was very ill and had to be taken to Indianapolis, the third request was for rent during a difficult divorce and provisions for a special needs child.

Elections – Robyn stated there will be elections for the odd numbered districts in November. The goal is to have all members in place by January 2017.

By-Laws – No update.

Miscellaneous Discussion - All were encouraged to participate in ND Voice survey.

Guest Speaker – Denise Murphy, Director Benefits and Wellness

A shuttle will be available for the upcoming Wellness Health Fair. Open Enrollment is October 18-November 4 for the 2017 year. She discussed feedback HR is receiving about STIR, incidental days, and other recent changes to the benefit package that took effect July 1st. HR is listening to the comments and taking action to clarify where needed. Changes to the current offering for 2017 include: Dependents now eligible up to age 26, Hearing Aids, Evidence Based Dentistry, Formulary Changes, and Supplemental Life Insurance EOI Requirements. Details can be found in the handout HR is providing to all employee.

All were encouraged to participate in ND Voice survey.

Adjournment - At 2:55 pm, Tricia motioned to adjourn and Evelyn second.

Minutes respectfully submitted by Julianne S. Logue, Secretary