

Minutes

VSAC Human Resources Committee Meeting

May 18, 2020
8:30 a.m. – 10:00 a.m.

Via Zoom Video and Telephone Conference Platform

Committee Members Present:	Dennis O'Brien (Chair), Chuck Soule and Dave Larsen
Committee Members Absent:	Ann Cummings
Other Board Members Present:	Dodie Mitchell
VSAC Staff Present:	Scott Giles, Marilyn Cargill, Patrick Leduc, Julie Hulburd, Mike Stuart, Laurie Oliver, and Jodie Ducharme

Chair Dennis O'Brien called the meeting to order at 8:31 a.m. on the Zoom virtual meeting platform with all present able to hear one another throughout the meeting. With a quorum established, the Committee proceeded with the agenda.

Approval of the Minutes

Upon a motion made by Dave Larsen and seconded by Chuck Soule, the Human Resources Committee Members present voted unanimously to approve the meeting records of February 24, 2020 and April 20, 2020, as presented.

FY21 Healthcare plan and Education-Roll out

Patrick Leduc directed Committee Members to the Healthcare Benefit documents, previously distributed, which included the overall projected budget cost for healthcare in FY21, the rate of increase, and proposed employee contribution. Patrick pointed out that the increase in healthcare costs will be shared between VSAC and the employees. He also noted that following an extensive review, we've determined we should continue with a self-funded healthcare benefit in FY21, augmented by several programs to create cost-saving opportunities and a wellness focus. Following a discussion of the healthcare benefit, during which Patrick responded to member questions, the Committee indicated their support of this direction.

FY21 Compensation plan

Patrick Leduc summarized previously distributed materials capturing the compensation goals to attract and retain skilled and knowledgeable employees in a way that supports the mission, values, and priorities of the organization. Patrick noted that planning for FY21 included a review of many local organizations to help inform discussions, especially considering the economic impacts of COVID-19. Based on the analysis, the Committee agrees with the Executive Committee's compensation recommendations for FY21. Patrick noted that the Finance Committee would review a FY21 budget with this compensation package reflected.

Legislative updates

Julie Hulburd provided the Committee with a legislative update, reviewing Executive Orders as well as state and federal updates and responded to member questions.

CEO Evaluation

Dennis O'Brien and Dodie Mitchell shared how the evaluation process will be handled this year, noting that they will be circulating information to the Board prior to the June meeting.

Meeting Review

The Committee reviewed the meeting with Scott Giles.

Other Business

There being no other business, the Committee adjourned at 9:56 a.m.

Respectfully submitted,

Patrick Leduc, Assistant Secretary