

Minutes

VSAC Human Resources Committee Meeting

February 24, 2020
10:30 a.m. – 12:00 p.m.

Boardroom, VSAC Offices
10 East Allen Street
Winooski, VT

Committee Members Present: Dennis O'Brien (Chair), Ann Cummings, Chuck Soule, and Dave Larsen

Committee Members Absent: N/A

Other Board Members Present: Dodie Mitchell

VSAC Staff Present: Scott Giles, Marilyn Cargill, Patrick Leduc, Mike Stuart, Julie Hulburd, and Jodie Ducharme

Chair Dennis O'Brien called the meeting to order at 10:32 a.m., and a quorum was declared present.

Approval of the Minutes

Upon a motion made by Dave Larsen and seconded by Chuck Soule, the Human Resources Committee voted unanimously to approve the meeting record of November 25, 2019, as presented.

Risk Review – Knowledge Transfer

Patrick Leduc directed the Committee to the knowledge transfer risk outlined in the previously distributed materials. Patrick reviewed the inherent risks, oversight & controls, probability, and risk impact. Following a brief discussion, the Committee agreed with Executive Management's probability and impact of the risk.

Wellness Program Review

Julie Hulburd outlined the wellness offerings currently available to staff and noted that a wellness committee has been formed with the goals of creating a new wellness mission, introducing new ideas, and assisting with employee engagement. Julie also announced that VSAC was recently awarded the Excellence in Worksite Wellness Award from the Governor's Council on Physical Fitness.

The Committee shared their appreciation for the offerings and encouraged management to promote participation.

Healthcare Planning

Patrick Leduc gave an update on healthcare, highlighting the options currently under review for FY21, and reminded the Committee that the current year's healthcare budget was 12% higher than the prior FY's actual. Patrick directed the Committee to the previously distributed materials outlining the options under review and responded to Committee member questions. Patrick noted that Hickock and Boardman has

begun the RPF process on VSAC's behalf and that he expects to review options in earnest when the results of that process are complete in mid-March.

Legislative Update

VSAC is monitoring the good cause standard for termination of employment in Vermont (H.851) bill currently under consideration by the House Committee on General, Housing, and Military Affairs. Julie noted that it is unclear at this time how passage of this bill would impact VSAC's current policies.

Patrick noted that VSAC is also monitoring the Minimum Wage bill (S.23) and noted that based on internal analysis there would be no impact to VSAC if it were passed.

Other Business

There being no other business, the Committee adjourned at 11:51 a.m.

Respectfully submitted,

Patrick Leduc, Assistant Secretary