

Minutes

VSAC Human Resources Committee Meeting

April 20, 2020

10:00 a.m. – 11:30 a.m.

Via Zoom Video and Telephone Conference Platform

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

The meeting was called to order at 10:01 a.m. on the Zoom virtual meeting platform with all present able to hear one another throughout the meeting. A quorum was not present.

Approval of the Minutes

This item was deferred to the next meeting as a quorum was not present.

Risk Review – Healthcare

Patrick Leduc directed the Committee's attention to the healthcare benefit risk outlined in the previously distributed materials, noting that VSAC makes a substantial investment in supporting the healthcare benefit it provides to employees and their dependents each year. He explained that staff have historically placed significant value in VSAC's benefits, specifically medical and prescription coverage. Patrick noted that VSAC health care costs rise each year, placing significant pressure on the budget.

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.

Healthcare Planning

Patrick Leduc gave an update on healthcare and highlighted the options currently under review for FY21, noting that VSAC has pursued several avenues to assist in managing the costs while keeping our plan in alignment with the marketplace. Patrick reported that the Executive Committee will be working through the options this month and will be prepared to share the approach at the May meeting.

Compensation Planning

Julie Hulburd provided an overview of the research that VSAC has done to help inform compensation planning. She noted that while the research reflects the planned approach for many organizations in the state, the local, state, and national landscape is changing quickly due to COVID-19. Patrick noted that we will continue monitoring compensation trends for the next month and present a final plan at the May meeting.

Legislative Updates

Julie Hulburd provided the Committee with a legislative update noting that VSAC's Human Resources team is tasked with following changes to state and federal legislation that may impact VSAC's people and culture. She reviewed Executive Orders as well as state and federal updates and responded to member questions.

Discussion of the CEO Evaluation Process

Dennis provided background on how the evaluation has been conducted in the past and noted the plan to streamline the process this year. Board Chair Dodie Mitchell will send out details to the Committee on how the process will work.

Other Business

There being no other business, the Committee adjourned at 11:01 a.m.

Respectfully submitted,

Patrick Leduc, Assistant Secretary