

**Joint Committee on Benefits Administration  
Faculty**

**CIEA  
Suite 301, 555 West 8<sup>th</sup> Avenue  
Vancouver, BC**

**Tuesday, February 5, 2002  
9:30 am**

**MINUTES**

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In attendance: David Piasta, Co-Chair; Denis Kielly, Co-Chair, Doug Fletcher,  
Randy Dewar, Deb Svedic, Guy Dalcourt, Mark Vernon

Regrets: Carolyn Parry

Guests: Fatima DiBiase, Eileen Beadle, Stuart Monteith  
William M. Mercer Limited

Recorder: Gae Sellstedt

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1. Call to Order

The meeting was called to order at 9:45 am.

2. Approval of the Agenda

The following changes were made to the Agenda:

- #5 “Disability Benefits Plan” should be the first order of business after approval of the Minutes
- #4 “Work Plan for the JCBA” should be moved to the end of the Agenda
- #10 – “Interpretative Issues to ask Negotiators” – remove from the Agenda
- Add under #11 – “Other”
  - i. \$50,000 JCBA Allocation of Funds
  - ii. Education – Training Needs of the Committee

The Agenda was approved as amended.

3. Approval of the Minutes of the September 18, 2001 Meeting

The Minutes were approved as circulated.

#### 4. Disability Benefits Plan

##### a. Finalization of the STD Portion of the Plan

The Sub-Committee working on the finalization of the Disability Benefits Plan policy document left the meeting for a short period of time to finalize the “Definition of Disability”.

##### b. Approval of the Disability Benefits Plan policy document

Eileen Beadle telephoned Maritime Life and confirmed to the committee members that Maritime Life did approve the proposed change and that the policy document is now complete.

William M. Mercer Limited will finalize the document and forward it to the committee members. Although the document is a final version, it will be stamped “draft” because it will not be the official Maritime Life document.

##### c. Implementation of Local Rehab Committees

The committee members agreed that the first order of business is to roll-out the Disability Benefits Plan and that while the Rehab Committees should be ready as soon as possible, it is not imperative that they be in place on April 1, 2002.

William M. Mercer Limited will provide a draft of a rehab document that would form a template for the system. Regarding training, Deb Svedic advised that it is the BCGEU’s intent to appoint the Bargaining Unit Chair to the Rehab Committee and that she would also sit on the committee for a number of months during the initial stages of implementation. David Piasta echoed her thoughts.

#### 5. Work Plan for the JCBA

The committee members agreed that a sub-committee of the JCBA should be formed to prepare for the implementation of the short-term and long-term disability plans, the Rehab Committees and the Claims Review Committee. The sub-committee will work together to prepare an administrative manual that will include an interpretative document, application forms and, frequently asked questions and answers.

The sub-committee will consist of:

- David Piasta
- Deb Svedic
- Carolyn Parry
- A human resource person representing the employers, outside of the JCBA committee who has expertise in the area of disability management
- Representatives from William M. Mercer Limited
- Two representatives from Maritime Life

William M. Mercer Limited will prepare a draft work plan that will be sent to the sub-committee members the morning of Friday, February 15<sup>th</sup>. The sub-committee will review the draft and respond back to William M. Mercer Limited by Monday, February 18<sup>th</sup> so that the Agenda can be set for the meeting scheduled for February 25<sup>th</sup>. Stuart Monteith suggested that the sub-committee meet in a “workshop” format for 1 or 2 days, as required to complete the project in time for a March 13<sup>th</sup> training session for the employers.

Jennifer Holden, Chair of the Employee Benefits Advisory Committee, will be sending a memo to the institutions that have opted into the Faculty Disability Benefits Plan and will include information on the March 13<sup>th</sup> meeting.

JCBA members agreed that the announcement that the Disability Benefits Plan policy document has been completed should come from the Co-Chairs of the Committee and that the JADRC should be advised as well. Denis Kielly will draft a communiqué for the system and send it to David Piasta for his review before it is distributed.

#### 6. Marketing of the Disability Plans

The Unions advised that they are very interested in entering into discussions regarding the marketing of benefits in the late summer/early fall. Stuart Monteith advised that the insurance environment has changed a great deal in the past few years. He said that it's not uncommon for insurance carriers to decline quoting on a package if it's not attractive to them. Timing is critical – “pick your opportunity”. The JCBA members agreed to table the issue of timing to a future meeting.

S. Monteith, when queried, also advised that taking the plan to market would cost somewhere in the area of \$30,000 to \$50,000.

The JCBA members discussed whether or not it is the JCBA's decision to award a tendering process. The Unions are of the opinion that the JCBA is responsible for both the tendering of and awarding of contracts. The Employers believe that the JCBA is responsible only for the tendering of contracts and that they don't make the carrier selection. The JCBA members agreed to take the issue to JADRC. *Gae will put this issue on the next JADRC Agenda.*

#### 7. Savings – Determination of How Savings Should be Spent

- In the year 2000, the JCBA worked with the Consortium and William M. Mercer to market the AD&D benefit. This resulted in savings of \$71,849.

The Unions indicated that it may be appropriate to use these savings to provide employees with eye examinations that were part of the government's de-listing of services. William M. Mercer will cost the benefit for family coverage.

The committee members talked about whether the savings should be a pooled amount. As some institutions have more savings than others, there was a suggestion that institutions might self-insure such a benefit.

8. De-listing of MSP Services

The Unions raised a concern over the disclaimer that Maritime Life posted on the e-booklet.

“Note: Expenses for some of these professional services may be payable in part by Provincial Health Care Plans. You will not be reimbursed for any excess billing while benefits are being paid by Provincial Health Care Plans. In the event provincial coverage is modified, suspended or discontinued, your group plan will not pay for any expenses that were previously considered an insured service of the provincial health care plan. A \$10 per visit charge (formerly referred to as the user fee) will continue to be covered for the first 12 visits for the following paramedical services; chiropractor; physiotherapist; naturopath and massage therapists.”

S. Monteith advised that the e-booklets do not contain all of the provisions in the contracts but assured the committee members that the disclaimer is part of all contracts. He will provide a copy of the disclaimer to Deb Svedic. Maritime Life posted the disclaimer on the web site after the government announced the de-listing of paramedical services to clarify exactly what employees could expect regarding coverage of these services.

9. Discussion of the use of William M. Mercer as Consultants to the JCBA

This portion of the meeting was held “in camera”.

10. Interpretative Issues to ask Negotiators

This item was removed from the Agenda.

11. Other

- a) \$50,000 Funding Provided for in the Faculty Common Agreement for the Operation of the JCBA.

Guy Dalcourt advised that to date, none of the \$50,000 has been spent.

- b) Education – Training Needs of the Committee

The Unions distributed a copy of a course offered entitled “Duty to Accommodate” and proposed that some of the JCBA members attend the course, paid for out of the \$50,000 funds provided for in the Faculty Common Agreement.

It was agreed that the following people will attend the course scheduled for March 6 & 7 and that the course fees will be paid out of the JCBA funds:

- David Piasta
- Randy Dewar
- Doug Fletcher
- Mark Vernon
- Carolyn Parry

➤ Yvonne Nelson (as designate of Denis Kielly)

Gae will register everyone under the PSEA name in order to benefit from the group discount rate of \$695/person.

12. Next Meeting Date

The next meeting will be at the call of the Co-Chairs.

There being no further business, the meeting adjourned at 1:15 pm.