

Joint Committee on Benefits Administration

Minutes of the Meeting of March 10, 2000

1:00pm - 4:00 pm

The Fairmont Vancouver Airport Hotel

Vancouver International Airport

U.S. Departures Level

The Hawk Room

In attendance: David Piasta, Doug Fletcher, Debbie Svedic
Jim Blake, Ellen Woods, Denis Kielly,
Stuart Monteith

Absent: Randy Dewar, Carolyn Parry,

Recorder: Gae Sellstedt

1. Call to Order

The meeting was called to order at 1:10 pm

2. Approval of Agenda

Three items were added to the Agenda:

Under New Business add:

- Time Loss Survey
- Support Staff Joining JCBA
- Schedule of Next Meetings

The Agenda was approved as amended.

3. Approval of the Minutes of the Meeting of January 28, 2000

The Minutes were approved as circulated.

4. Business Arising out of the Previous Minutes

i) Report re CEO/SFAO Meeting

Jim Blake reported that the meeting went very well and there was very little negative feedback. David Piasta and Jim Blake wrote a letter to the CEOs asking for their support of the initiative and are receiving positive replies.

S. Monteith distributed draft letters regarding the LTD initiative. The Committee members suggested the following changes to the letter re Long Term Disability Analysis:

- Delete the word "consortium" in the first sentence and add "in conjunction with"
- Make reference to the joint committee rather than PSEA

ii) Report re "Task of the Trustee" Course

Debbie Svedic reported that it was an excellent course and that it would be beneficial to all to take the course. S. Monteith will look for a course similar in nature for those who did not attend the "Task of the Trustee".

Re: Lawyer Visit

S. Monteith suggested that Murray Campbell may be appropriate.

iii) Update on Work Groups

S. Monteith distributed a paper entitled "Work Group Mandates" and reviewed the information with the Committee members. He suggested the work groups be kept small with five being the maximum. He also suggested that he will monitor the process for the first couple of meetings and will then assign analytical people on staff at Mercer to work with the Work Groups.

The composition of the Work Groups will be:

- Legal & Taxation Work Group - Doug Fletcher, Chair
Debbie Svedic will participate. David Piasta will ask Jack Bradshaw & John Wilson if they would be interested in participating, Jim Blake will canvas Mary Hoekstra, Vice-President Finance & Administration, VCC.
- Investment Work Group - David Piasta, Chair
Denis Kielly and Jim Blake will participate

- Plan Design Work Group - Debbie Svedic, Chair
Ellen Woods will contact Jennifer Holden, Director of Human Resources at North Island College and Marilyn Duggan, Executive Director, Human Resources at BCIT to see if they have any interest in participating
- Service Providers Work Group - Ellen Woods, Chair
Randy Dewar will participate. Doug Fletcher will take this subject to Presidents' Council
- Communications Work Group - Carolyn Parry, Chair
David Piasta and Randy Dewar will participate. The Committee felt this Work Group would work best representation from the Employer and both Unions and, therefore, no one else needs to be canvassed.

iv) AD&D Marketing Update

S. Monteith distributed two spreadsheets; one with basic AD&D information and another with Voluntary AD&D. He advised that voluntary AD&D does not exist at most institutions but it is extremely inexpensive and could be a new benefit offered.

Regarding the basic AD&D, the two contenders are Ace-Ina and Seaboard. Both of these providers came in below the lowest rate that exists in the sector.

The AD&D choice lies with the Consortium. The members of JCBA recommend Seaboard Life; Ellen Woods will send their recommendation to the Consortium. S. Monteith will forward a letter with an attached spreadsheet to Ellen for distribution.

S. Monteith will send David Piasta the dollar savings that this initiative has provided for inclusion in the Minutes of the next meeting.

v) Report on Consortium Teleconference

The teleconference took place on February 15, 2000. The two primary topics were the marketing of AD&D and issue of self-insuring of LTD. The Consortium will be coming together for a study session on May 25 and 26 at which time they would like to have an update from the JCBA. E. Woods also advised that she would like to share the work plan with them to keep them abreast of the progress. The Consortium will again meet the last week of September to take a closer look at the work the JCBA has accomplished to date.

vi) Time Lines/Strategic Plan

Covered in "Work Groups" above.

vii) Assure/ESI Pay Direct Drug Card Update

S. Monteith advised that Mercer has had numerous meetings with ESI and feel confident that they are a comparable provider to Assure. The implementation (change of cards) will take place either prior to Christmas or just after. S. Monteith assured the Committee members there would be no one getting caught in the transition.

5. New Business

i) Time Loss Survey

S. Monteith distributed the survey for information purposes only.

D. Piasta advised that he attended a panel discussion re wellness looking at statistics with respect to the majority of illnesses today. It is thought that a good majority of illnesses are occupational in nature. David Piasta has some of the author's papers and will look at distributing them. D. Piasta is also looking to the author to put together a similar presentation for CIEA. E. Woods suggested that the topic would be very interesting to incorporate into the Spring Conference, May 25 & 26.

ii) Support Staff Joining JCBA

The Committee members discussed the feasibility of the support staff joining the JCBA. D. Piasta and D. Svedic advised this subject had not been discussed with their respective unions. E. Woods advised that from the Employers' perspective, the intention was not to set up a separate committee but to meld and bring it into the JCBA. D. Svedic advised she would set up a meeting with Donn Stanley and Barb Offen to discuss this subject.

iii) Schedule of Next Meetings

Gae is to set up a teleconference for the Investment Work Group for April 13, 2000 at 2:00 pm. *Please note that for purposes of JCBA, a teleconference number has been set up. The dial in number is 1-877-323-2004; pass code 156960#. This number will be in effect indefinitely for JCBA use only.*

Thursday, April 27, 2000 - 8:30 am - 11:30 am - Wm. Mercer Limited, 700 One Bentall Centre, 505 Burrard Street, Vancouver, BC. Telephone: 683-6761

Tuesday, May 23, 2000 - 1:00 pm to 4:00 pm - BCGEU offices at 4911 Canada Way, Burnaby, BC. Telephone: 291-9611

Thursday, June 22, 2000 - 9:00 am - 1:00 pm - CIEA offices at Suite 301, 555 West 8th Avenue, Vancouver, BC. Telephone: 873-8988

Please note that the Thursday, June 22, 2000 date is in direct conflict with the JADRC meeting. The JADRC meeting is "out of sync" in June and is scheduled for the 4th Thursday of the month rather than the 3rd Thursday, as is usual. Gae is waiting to hear from the Co-Chairs to re-schedule the meeting. Should you have a preference, please call Gae at (604) 895-5062 or e-mail gae@psea.bc.ca.

Please note that as of this writing, March 24, 2000, the JCBA meeting for June has been rescheduled for Tuesday, June 27, 2000 and will be held from 9:00 am to 1:00 pm at CIEA, Suite 301, 555 West 8th Avenue.

There being no further business, the meeting adjourned at 3:20 pm.