

**Joint Committee on Benefits Administration**

**Minutes of the Meeting of October 1, 1999**

**9:00 am – 12:00 noon**

**Post Secondary Employers' Association  
Suite 300, 700 West Pender Street  
Vancouver, BC V6C 1G8**

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In attendance: Jim Blake, Carolyn Parry, David Piasta, Doug Fletcher,  
Randy Dewer, Debbie Svedic, Stuart Monteith

Absent: Ellen Woods, Denis Kielly

Recorder: Gae Sellstedt

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**1. Call to Order**

The meeting was called to order at 9:00 am

**2. Approval of the Agenda**

The agenda was reviewed and items were prioritized.

One added was added:

- FTE Benefit Costs

**3. Approval of the Minutes of the Meeting of July 6, 1999**

Item 1.7 Action Item – S. Monteith to provide the Committee with the evaluation form, weightings and factor used by the group in determining the carrier. S. Monteith advised he would re-send the information.

Item 1.9 Action Items – the Minutes were unclear as to who was responsible for the action items.

- EAP programs – Gae to e-mail to the Human Resource Committee (HRC) to determine if the institution has a program and if so, who the carrier is and the premium paid
- Report on Mercer's fees – S. Monteith will advise
- Underwriting arrangement – request to issue a cheque to PSEA for savings generated – D. Fletcher
- References – S. Monteith

The Minutes were approved by consensus.

The Minutes are to be distributed by e-mail with the exception of Debbie Svedic who would prefer to receive by fax.

#### **4. Scanning Information on the Web**

S. Monteith advised that, as a pilot, Wm. Mercer Limited has set up a website to roll out to institutions. He also advised that there would be no charge for this and only once it is up and running would there be minimal maintenance costs, dependent upon who wants to maintain the site.

JCBC (Joint Committee Benefits Administration) is the home page and it is on the web now. He reported that what Mercer has done in the past is to set up a client collaboration site where they populate it and issue passwords and it has proved to be tremendously successful. He will advise the Committee of the website address tomorrow. If there are any questions, the contact person is Beth.

S. Monteith further reviewed the current topics and links and advised that as they come across articles, they would put them on the web and advise everyone by e-mail.

The collective agreements are on the web now.

**Action:** Gae to e-mail the HRC asking them to access the web site and review it to determine if it is their current contract that is posted on the site. Gae to advise Mercer.

#### **5. References**

S. Monteith provided a list of references and reviewed them with the Committee. He advised that all names on the list had agreed to provide a reference, however, out of courtesy, he would like to contact them prior to a member of the Committee telephoning them. He also advised the most appropriate reference for information on himself would be BC Transit.

#### **6. Committee Members**

It should be noted that Barry Bompas is not a member of the Committee and is a resource person.

#### **7. Presentation by S. Monteith, Wm. Mercer Limited – Consortium**

S. Monteith distributed hand-outs and gave a very comprehensive presentation on the make-up of the Consortium and its' mandate. Some of the key points in the presentation were:

- A brief review of the institutions that do not belong to the Consortium and their reasons;
- No formal document to join the Consortium but there are a set of guidelines which will be brought forward;

- Mercers' fees are built into the product lines and are disclosed to the client; there are also consulting fees over and above this which are billed separately to PSEA;
- Illustrations on trends in costs and savings were presented and reviewed both for Life and AD&D and Health and Dental;
- Influences on cost/claims was demonstrated and reviewed;
- Advantages of the benefits consortium;
- Renewal was discussed and S. Monteith brought forward an illustration of expected ranges of increase. Maritime has been instructed to treat LTD group experience as a whole. Maritime is expected to advise renewal figures on October 15, 1999.

## **8. Pre-renewal Analysis – Doug Fletcher**

D. Fletcher provided an analysis based on information provided by S. Monteith. The members of the Committee reviewed the information and commented about the variation in ranges.

The Committee will *"recommend to our constituents that there be a general marketing of the life and AD&D benefit for colleges in the faculty bargaining group"*.

S. Monteith advised it best to see what Maritime comes back with and then compare to Mercer's own modeling to test it. It was agreed that it wouldn't be necessary to go out to marketing as Mercer will cost it with their data bases for validity.

The Committee raised the question of why not all institutions were members of the Consortium. S. Monteith reviewed the reasons and also noted that it would be useful to get Langara, VCC and Capilano to start tracking their information. The Committee suggested Mercer should collect more information on Life and LTD benefits.

## **9. Medical Travel Referral Benefits**

G. Dalcourt stepped into the meeting and reviewed the background on this benefit. S. Monteith advised the document was developed in conjunction with discussions with a member of the Faculty Bargaining Team to ensure the spirit and intent of discussions at the "table" were kept. G. Dalcourt is looking for feed-back from the institutions.

## **10. Meeting Dates**

The following meeting dates have been set. Unless otherwise advised, the location will be at the CIEA offices from 9:00 am to 4:00 pm.

Monday, October 25, 1999

Tuesday, November 30, 1999

Monday, January 10, 2000

## **11. Review of Items for Next Agenda**

The following items should be a priority for the next Agenda:

1. Strategic Planning
2. Definition of Savings
3. Joint Presentation to CEOs
4. Education Days
5. Demographics effects on ERIP
6. STD and Sick Leave Banks

The Committee noted that, as a group, they are talking about marketing for all institutions. Given that this committee is representative of only 17 institutions, not all of which are members of the Consortium, there may be some foreseeable problems.

S. Monteith will put together a short brief on areas the Committee should discuss including any potential political problems.

D. Piasta asked how institutions make proposals to make changes to incorporate increased costs into budgets. J. Blake advised he has a meeting with the SFAO next week and will ask how budgets are projected re benefits.

## **12. Agenda Preparation and Approval of Minutes**

As there is no formal Chair of the Committee, it was agreed that G. Sellstedt would present the Minutes to D. Svedic and J. Blake for their review and/or changes prior to distribution. G. Sellstedt is also to prepare a draft Agenda for the next meeting and send it to D. Svedic and J. Blake for their review and/or changes.

The meeting adjourned at 11:50 am.