Meeting Minutes
August 9, 2018
1:00pm
SU 104

Members Present: Tina Altenhofen, Robert Alston, Cindy Ash, Chris Bowling, Tiffany Budd, Chris Charnegie, Ashley Coates, Sara Conwell, Vicki Cooper, Megan Cowherd, Rebecca Cox, Christopher Dolhancryk, Dave Groeschen, Mike Irvin, Erika Jay, Deanna Karam, Beth McCubbin, AJ Miller, Sue Murphy Angel, Krista Rayford, Felicia Share, Steve Slone, Terri Smith, Anita Southwick, Diane Wallace, Kimberly Wiley, Chris Witt

Guests: David Bauer, Janel Bloch, Natalie Gabbard, Grace Hiles, Bruce Smith, Lori Southwood

Members Absent: Mary Barry, Quentin Daniels, Melanie Hall, Brenda Maldonado, Amberly Nutini, Kimberly Sanders, Ryan Straus, Maryann Trumble

I. Call to Order – 1:00pm
II. Approval of July 12, 2018 minutes – motion to approve minutes as submitted made by Dave Groeschen and seconded by Steve Sloan; motion passed by voice vote with no opposition or abstention
III. Human Resources
   Guests: Bruce Smith, Director of Benefits & Natalie Gabbard, Benefits Analyst
   a. Presentation: Healthcare Utilization Report, 2017 Results
      i. 2018-19 Budget Planning Goals: maintain the minimum increase, mitigate takeaways, coordinate with wellness initiatives, enhance current offerings, remain cognizant of employee salary changes
      ii. Currently reviewing plans and rates; testing the open enrollment portal with IT/ Health Utilization Committee
      iii. SG Questions:
           1. Will HMO cover Airrosti services? Currently reviewing
           2. Will NKU continue the Airrosti partnership? Yes, through clinics and Benefits Fair— they can only offer the educational piece in the state of Kentucky.

IV. Liaison Reports
   a. Board of Regents – Staff Regent David Bauer
      i. No Report
      ii. Next meeting: September 12 @ 1:00PM
   b. Administrative Liaison – Chief Human Resources Officer Lori Southwood
      i. Report
   c. Faculty Senate – Budget Committee Chair Dr. Janel Bloch
      i. First meeting is August 27; no current updates
   d. Student Government Association – President Hannah Edelen / VP Matthew Frey
      i. No Report

V. President’s Report
   i. Parliamentarian Announced – Tina Altenhofen, Assistant to the Executive Director, CAI
   ii. Picnic in the Park – The event was very successful. Thank you all!

VI. Standing Committees:
   a. Benefits – report
   b. Constitution & Bylaws – no report
   c. Credentials & Elections – no report
Meeting Minutes
August 9, 2018
1:00pm
SU 104

- d. Outreach – no report
- e. Policies – report
- f. Scholarship – report

VII. University Committees
- a. Benevolent Association – report
- b. Food Service Advisory – no report
- c. IT Advisory Committee – no report
- d. Regent's Distinguished Service Award – report
- e. Sustainability Strategy Work Group – no report
- f. Transportation – no report
- g. Wellness – report

VIII. Ad-Hoc Committee
- a. Roundtable Discussion – report
  1. SG Feedback:
     a. Evaluation of last year's format?
    1. Positive feedback
     2. Encourage colleagues to submit questions
     3. Timeframe for report: Why should I submit a question if I don't receive an answer?
        a. Answers are posted on the website. We will notify SG when the information is live.
     4. What if staff have follow-up questions? The link is still active, so people can continually submit questions
     5. Does Parking Services (as an example) see the repetition of the same question? No, they only receive the edited question.
        a. Suggestion: Reference the repetition; e.g., “We received this question five times.”

IX. Old Business
- a. Bullying/Harassment Definitions (Lori S.)
   1. Lori will send information
- b. Tobacco and Smoking (Erika Jay)
   1. No Update

X. New Business

XI. Announcements
- a. Parking Passes are ready to pick up at Parking Services
- b. Traffic Flow will change in Kenton Garage over the next few months
- c. Student Conduct Board:
   1. Trainings begin on September 6
   2. Request additional information from Robert (Bob) Alston alstonr1@nkud.edu.
   3. Must renew every year (both baseline and sexual harassment trainings)

XII. Adjournment - motion to adjourn made by Chris Whitt and seconded by AJ Miller; motion passed by voice vote with no opposition or abstention; meeting adjourned at 2:06 pm
Healthcare Utilization Report

2017 Results
Demographics

• Male/Female ratio changed from 48/52 to 47/53 (not significant).

• Current average age of 36.8 decreased by less than one year.

• Majority of our members are enrolled in HDHP 2500 (49.966%).
  • 12.2% of individuals met the $2,500 in-network deductible.
  • 9.0% of individuals met the $3,425 in-network out-of-pocket maximum.

• Females ages 26-59 healthcare spend accounts for 35.6% of the total cost, while representing 28.9% of membership.
Prevention: Best Step to Member Health

• Prevention service rate increased 0.3%.

• Clinical program participation rate of 80.5% is higher than the Humana target of 80%.

• NKU members receiving preventive services is 18.4%, higher than Humana National Book of Business.

• Preventive service rates increased from prior period for adult preventive office visits, flu shots and child immunizations.

• 70% of members receiving preventive service health alerts were fully compliant.
Spend & Utilization

• Overall plan spend **decreased by 0.5%**. Medical spend **increased by 0.6%** and pharmacy spend **decreased by 3.5%**.
• PCP utilization **increased 2.9%** from prior year.
• Plan/Member cost share % is 86/14.
• Top 3 most expensive clinical conditions account for 25% of our total spend.
  • Musculoskeletal
  • Malignant Neoplasm
  • Digestive
• Number of Large Claimants ($50k) on the plan **decreased by 3 members**.
• Large Claimants account for **46.2%** of spend this period, which is **up 0.9%** from prior period.
Aetna EAP: Resources *for* Living

- Overall utilization increased 2.9%.
- NKU members use increased by 4.9%.
- Website sessions increased 26.8%.
- 68.9% of all clinical cases closed without referral to a behavioral health specialist, saving the member and NKU money.
Airrosti Rehab Center

- Program initiated for 2018 PY as a means for non-invasive treatment injury/chronic pain resolution with no imaging, Rx drugs or surgeries.
- NKU and members can potentially see significant cost savings as a result.
- Most cases can be resolved in under 4 visits.
- Survey Results:

<table>
<thead>
<tr>
<th>Survey Question</th>
<th>Q1 2018</th>
<th>Q2 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reported resolution to injury</td>
<td>75%</td>
<td>71.4%</td>
</tr>
<tr>
<td>Prevented further medical treatment</td>
<td>100%</td>
<td>86%</td>
</tr>
<tr>
<td>Would recommend to family and friends</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Felt more knowledgeable &amp; comfortable preventing &amp; managing pain</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Utilize techniques learned on a regular basis</td>
<td>50%</td>
<td>50%</td>
</tr>
</tbody>
</table>
Livongo: Diabetes Management

• Program implemented PY 2018.
• Easily monitor blood glucose daily.
• Participation in the program provides free, unlimited test strips and a connected meter.
• Provides a valuable record of readings for your doctor.
• Real-time support from coaches.
• Employee satisfaction is extremely high.
Pharmacy

• Our members are **higher than average utilizers** of the pharmacy benefits.

• The number of prescriptions filled PMPM of 0.98 is higher than the Humana National Average of 0.92.

• Mail-order utilization is currently at **4%**, which is **below the Humana target rate of 7%**.
  
  • The goal is to drive members to mail-order where appropriate for greater savings for maintenance drugs.

• Our Generic Dispensing Rate (GDR) **increased 2%** from the prior period and is similar to the Humana National Average.

• Every 1% increase in GDR results in approximately $1.56 PMPM savings.
Pharmacy

• Drug costs increase markedly as we move up through the tiers.
  • Fortunately, most scripts come from the lower tiers.
  • 87.2% of scripts are in Tiers 1 and 2.

• This period we have had 254 specialty drugs.
  • The number of specialty drug prescriptions decreased 9%, while the average plan paid per specialty prescription increased 10%.
NKU’S HDHP ENROLLMENT IS GREATER THAN BENCHMARK

<table>
<thead>
<tr>
<th>ACTIVE PLAN</th>
<th>INDICATOR (Compared to benchmark)</th>
<th>NKU</th>
<th>HIGHER EDUCATION</th>
<th>1,000-4,999</th>
<th>MIDWEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Female</td>
<td></td>
<td>51%</td>
<td>57%</td>
<td>47%</td>
<td>46%</td>
</tr>
<tr>
<td>Average age</td>
<td></td>
<td>46</td>
<td>46</td>
<td>43</td>
<td>43</td>
</tr>
<tr>
<td>Average salary</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical enrollment by plan</td>
<td></td>
<td>$57,350</td>
<td>$68,295</td>
<td>$66,677</td>
<td>$58,848</td>
</tr>
</tbody>
</table>

- PPO
- CDHP
- HMO
- HRA
Benchmarking – Employee Cost Share

NKU’S CONTRIBUTIONS ARE GENERALLY LOWER THAN BENCHMARK. EMPLOYEE COST SHARE IS ON PAR WITH BENCHMARK.

Monthly employee $ contributions:

**Individual**

<table>
<thead>
<tr>
<th>Plan Type</th>
<th>NKU</th>
<th>Higher Education</th>
<th>1,000-4,999</th>
<th>Midwest</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPO</td>
<td>$106</td>
<td>$129</td>
<td>$140</td>
<td>$130</td>
</tr>
<tr>
<td>HMO</td>
<td>$47</td>
<td>$116</td>
<td>$128</td>
<td>$136</td>
</tr>
<tr>
<td>HSA-CDHP</td>
<td>$64</td>
<td>$69</td>
<td>$83</td>
<td>$87</td>
</tr>
<tr>
<td>HSA-CDHP</td>
<td>$26</td>
<td>$69</td>
<td>$83</td>
<td>$87</td>
</tr>
</tbody>
</table>

**Family**

<table>
<thead>
<tr>
<th>Plan Type</th>
<th>NKU</th>
<th>Higher Education</th>
<th>1,000-4,999</th>
<th>Midwest</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPO</td>
<td>$664</td>
<td>$465</td>
<td>$470</td>
<td>$422</td>
</tr>
<tr>
<td>HMO</td>
<td>$282</td>
<td>$437</td>
<td>$484</td>
<td>$457</td>
</tr>
<tr>
<td>HSA-CDHP</td>
<td>$234</td>
<td>$231</td>
<td>$318</td>
<td>$316</td>
</tr>
<tr>
<td>HSA-CDHP</td>
<td>$123</td>
<td>$231</td>
<td>$318</td>
<td>$316</td>
</tr>
</tbody>
</table>
## Benchmarking - Spousal Surcharge

<table>
<thead>
<tr>
<th></th>
<th>Northern Kentucky University</th>
<th>Higher Education 500+</th>
<th>1,000-4,999 Employees</th>
<th>Midwest 500+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medium Monthly Spousal Surcharge</td>
<td>$25</td>
<td>$100</td>
<td>$100</td>
<td>$100</td>
</tr>
<tr>
<td>Average Monthly Non-Tobacco Incentive</td>
<td>N/A</td>
<td>$43</td>
<td>$43</td>
<td>$38</td>
</tr>
</tbody>
</table>
# Benchmarking - Dental

## Kentucky Schools – Dental

<table>
<thead>
<tr>
<th>School</th>
<th>Employee Paid</th>
<th>Employer Paid</th>
<th>Shared</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern Kentucky University</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Eastern Kentucky University</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Morehead State University</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Murray State University</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Western Kentucky University</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>

Data unknown for University of Kentucky, University of Louisville and Kentucky State University.

## Mercer Survey – Benchmarking

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Higher Education 500+</th>
<th>1,000-4,999</th>
<th>Midwest 500+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Require Contribution – Individual</td>
<td>84%</td>
<td>84%</td>
<td>86%</td>
</tr>
<tr>
<td>Require Contribution – Family</td>
<td>88%</td>
<td>87%</td>
<td>89%</td>
</tr>
</tbody>
</table>
## Benchmarking - Dental

2,341 members continuously enrolled 1/1/17 thru 12/31/17

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
<th>Number of Members</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthy</td>
<td>41%</td>
<td>953</td>
<td>7% below peers; preventive care only</td>
</tr>
<tr>
<td>Serious</td>
<td>14%</td>
<td>339</td>
<td>17% above peers; preventive care &amp; treatment</td>
</tr>
<tr>
<td>No Visit</td>
<td>28%</td>
<td>643</td>
<td>8% above peers; no dental claims</td>
</tr>
</tbody>
</table>

These members had:
- **Healthy**: 953 members, 7% below peers, preventive care only.
- **Serious**: 339 members, 17% above peers, preventive care & treatment.
- **No Visit**: 643 members, 8% above peers, no dental claims.
Benchmarking – Dental

46 Children have not seen a dentist in last 2 years

105 Children have not seen a dentist in the last year

325 Adults have not seen a dentist in the last 2 years
## Benchmarking - Vision

<table>
<thead>
<tr>
<th>Kentucky Schools – Vision</th>
<th>Employee Paid</th>
<th>Employer Paid</th>
<th>Shared</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern Kentucky University</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Eastern Kentucky University</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Murray State University</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University of Kentucky</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Western Kentucky University</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>

Data unknown for Morehead State University, University of Louisville, and Kentucky State University
Save the Date

• Benefits Fair – Wednesday, October 10

• 2019 Open Enrollment – Noon on Thursday, October 25 – Sunday, November 11
THANK YOU!
Business Operations and Auxiliary Services:
- Restoration/renovation of Parking Lot G is going well and on-time. Barring any unforeseen problems, it should be open for the Fall 2018 semester.
- Restoration/renovation of Starbucks continues and is going well. The reopening is planned for August 13th.
- Au-bon-Pain located in the Health Innovation Center:
  - Have run into a few construction problems but hope to be open for the first day of classes for the Fall semester.
- Parking Services’ 2018 – 2019 parking purchase is now available for Faculty and Staff. If there are questions please check the website or call the Parking Services office.

Chief Financial Officer:
- Budget Office working on finalizing FY19 budget. Budget office plans to begin monthly budget meetings with budget officers across campus this Fall to discuss issues, ideas, and other relevant topics.
- Continuing to work with Fairmount on US 27 development. Agreement in principal with St. Elizabeth on the Site 1B medical office building ground lease. Ground lease should be signed soon. We will be beginning negotiations soon on Site 1A with Fairmount.
- Agreement in principal on the financial terms of the UK College of Medicine at NKU campus. Expect to sign the lease very soon.

Human Resources:
- Kim Baker, our Wellness Director is partnering with the Institute for Health Innovations and WWW.SAHAJAYOGAMEDITATIONCINCINNATI.ORG to provide free meditation training for stress management to faculty, staff and students on August 22 in the HIC (flier is attached).
- Debbie Patton, faculty in Respiratory Care (CHP) and Kim Baker, University Wellness Director, will be providing individual tobacco cessation support this fall to faculty, staff and students. They are both certified in the Fresh Start Tobacco Cessation program offered through the American Cancer Society. The program consists of 4, 1-hour sessions, typically presented in a group format, to guide and support those that want to quit smoking.
  - This format was offered in a group setting on four (4) Mondays last fall and spring, but did not get much response. We are hoping that the one-on-one, by appointment approach will be more appealing, allow more flexibility in scheduling, and in turn, support more of those interested in quitting.

IT:
- IT will staff tables in the academic buildings the first 2 days of classes from 8:00 a.m. – 4:30 p.m. (all week for HIC).
- IT will staff a table in Norse Commons to assist students during freshman move-in day on August 16th.
- IT Help Desk and Norse Tech Bar will be open extended hours for move-in day.
Benefits Committee
Updates

- NKU Annual Enrollment is scheduled for October 25 – November 13
- The Benefits Fair, “Rock Enroll”, is scheduled for October 10
- Based on feedback from a survey last year, the benefits team will be providing employees with a benefits book this year
- With “NKU employee’s entire well-being” in mind, the team is working to provide additional workshops to attend

Policies Committee
Meeting Minutes

Date: 7/25/2018, 2:00 PM, AC 615
Present: Meg Cowherd, Steve Slone, Quentin Daniels, AJ Miller, Ryan Straus, Mike Irvin
Absent: None
Guests: None

Highlights to be shared:
- We discussed an item that was brought to our attention concerning the policy defining a retiree from NKU. We’ve brought this policy to the attention of Human Resources/Rachel Green and she is going to add it to a list of policies that she is going to examine and bring to our attention this year.

Other Discussion:
- We held general discussion concerning the direction of our committee this year.

Next Meeting: 8/29/2018, 2:00 PM, TBA

Scholarship Committee
Meeting Minutes

Date: n/a
Present: Amberly Nutini, Cynthia Ash, Dave Groeschen, Mary Barry, Robert Alston
Absent: n/a
Guests: n/a

Highlights to be shared:
- Our first meeting will be held on September 4th in SU 105 at 10:30am
  - Items to be discussed are:
    - Scholarship deadlines
    - Added essay prompt for staff congress scholarships
    - Creating a new rating system for reviewing applications
**Benevolent Association Committee**
**Meeting Minutes**

Date: 07/17/2018  
Present: Emily Jackson, Maureen Krebs, Lori Smith, Amberly Nutini  
Absent: Erika Jay, Tammy Knochelmann, Beth McCubbin, Janet New, James Parker, Joy Ruehl, Erin Smith, Lori Smith, Christa Witt  
Guests: n/a  

Highlights to be shared:
- The committee met to discuss the November Soup and Dessert Luncheon. Committee members selected different tasks to research and coordinate in the pre-planning phase, as well as, day of events.
  - Emily and Maureen, co-chairs
  - Marketing/Supplies – Maureen
  - Judging/Holiday Market – Emily
  - Set up/Raffle Prizes – Amberly
  - A date has not been selected. Still working with President Viadya’s availability. Most likely the 2nd Wednesday in November.

Next Meeting: TBD

---

**Regent’s Distinguished Service Award (RDSA) Meeting Minutes**

Date: 08/07/2018, 2:00-3:00 pm, GH340  
Present: Tina Altenhofen  
Absent: N/A  
Guests: Ophelia Marks, HR  

Highlights to be shared:
- Worked on the RDSA Call for Nominations timeline
- Renaming the RDSA categories
- Ophelia is asking for the Regent that will be on the RDSA committee
- Committee members are:
  - Regent - TBA
  - Staff Congress Representative – Tina Altenhofen
  - 2018 Winners – Connie Kiskaden & Sheila Rubin
  - 3-4 more committee members will be added

Other Discussion:
- Need to add at least 3-4 more committee members. Currently, Ophelia and I are working on a list of names for potential committee members
- Discuss with the SC Executive Team and Committee Chairs on any changes that SC would like to see to RDSA process and ceremony

Next Meeting: TBD
Wellness Updates

Kim baker is taking a different approach and focus this academic year and promoting ‘Wellness Wednesday’ activities and events...

- I am working on organizing and developing seminars/workshops addressing stress: stress management and resiliency, a “communication” in the workplace series (effectively resolving conflict, giving constructive feedback, self-awareness, etc. all things that can make work stressful if not done thoughtfully). There will be 5-6 of these offered, all on Wednesdays throughout the semester – details to come.
- A representative from Livongo will be on campus Wednesday, September 5th to discuss the program. This is a free diabetes management program for employees and family members on an NKU plan that we started offering last semester. Free glucometer and strips provided.
- I have Airrosti Rehab Center booked for a lunch and learn on Plantar Fascitis on September 12.
- Airrosti will be providing 4 - 45 minute clinics/classes in the CRC Auxiliary gym focusing on mobility and flexibility using the foam rollers, lacrosse balls and specific stretches. These will be held on the first Tuesday of every month beginning September 4. Free foam rollers will be raffled off at each class.
- The Annual Benefit Fair is on October 10 from 11am-3pm in the SU Ballroom. Benefit and Wellness partners will be on site to discuss services and programs.
- St. Elizabeth Cardiovascular Mobile Health Unit will be on campus Oct. 25 from 8am-12pm and October 30, 12pm-4pm. Registration/details to come. 4 non-invasive, pain-free screenings offered for stroke, aneurysms and cardiovascular disease, $25 each screening, all can be done in 30 minutes. Details to come.
- St. Elizabeth Mobile Mammography Van will be on campus November 1 and 2 from 8am-4:30pm. Faculty, staff and students can register for mammograms. Registration/details to come.
- I am working on scheduling free blood pressure screenings and possibly a CPR/AED training and certification class in Sept/Oct

Roundtable Committee
Meeting Minutes

Date: 08/06/2018, 10am, AC 106
Present: Sara Conwell, Megan Cowherd, AJ Miller
Absent: Tiffany Budd, Steve Slone, Ryan Straus
Guests: Grace Hiles

Highlights to be shared:
- Roundtable event will be on Friday, November 9, 2018
  - 11am-4pm
  - Lunch will be in UC 135 and the event will take place in the UC Ballroom
    - The SU Ballroom was already booked for all dates submitted by the President’s Office
- Timeline of Events:
  - Questions Open 9/1/18 and close 9/28/18
  - Roundtable Committee will review questions from 10/1/18-10/12/18
- Material submitted to the President by 10/15/18 to be distributed to his team for answers
- Working on getting marketing material to promote event as soon as we can, both print and digital
- Looking for SC input on how the layout of the event is conducted
  - Continue with how it went last year with committee members asking questions
  - All members of SC ask questions

Other Discussion:
- Committee members are encouraged to review previous Roundtable event questions to compare to questions submitted this year
- Any particular theme to the event?
- Grace will help to compile guest list as well as save-the-date and agenda

Next Meeting: October 1<sup>st</sup> and October 10<sup>th</sup> (if needed) to review submitted questions