

University Operations

Employee Relations Committee
Tuesday, February 4, 2014 1:30-3:00
Thompson-Boling Arena Dining Room A

MEETING MINUTES

Present Tom Anderson, Dan Berryman, Brian Browning, Marilyn Butler, Carlos Carrillo, Robert Dykes, Eddie Golden, Rick Gometz, Karen Hackworth, Mike Herbstritt, Dave Irvin, Sharon Jackson, Judy Jones, Mary Lucal, Jeff Maples, Rick McCarter, Ed McDaniel, Julie Monday, Megan Redmon, Dennis Saben, Anthony Seabolt, Josh Smyser, Lisa Turner, Thelma Vandergriff and Mike Werley

Absent Robert Bryant, Rose Rita Cooper, Troy Grant, Randy Miller, Ed Roach and Patrick Smith

Welcome

Mike Herbstritt, Human Resources, welcomed everyone to the meeting. New representatives and alternates were recently elected for custodial services due to the increased workforce in the area. The new representatives and alternates introduced themselves to the ERC. The new ERC members are Carlos Carrillo, Judy Jones, Dennis Saben, Anthony Seabolt and Josh Smyser.

New Business

1. Well-Child Visit Coverage – Marilyn Butler

Q: An employee would like to know if the contract with Blue Cross, Blue Shield could be amended at some point in the future to clarify what is and isn't covered on an annual well-child visit.

A: Dr. Herbstritt said Rob Chance, director of Payroll, represents the university on the board. This might be an appropriate item for the Employee Relations Advisory Board (ERAB) since it could impact the insurance program statewide. Dr. Herbstritt recommended that Tom Anderson raise this issue at the next ERAB meeting for review.

2. Partnership Promise Telephone Calls – Megan Redmon

Q: How would employees know that health calls requesting personal information are legitimate calls? What are the coaches' qualifications?

A: Dr. Herbstritt said the health coaches should identify themselves as a health coach with the ParTnership Promise. These are medical professionals such as registered nurses. If anyone has an unpleasant experience with a health coach, please report that instance to Rob Chance. Dr. Herbstritt also recommended these concerns be raised at the next ERAB meeting.

3. Identity Theft – Karen Hackworth

Q: An employee had his/her identity stolen and has since received pay via a debit card from the university as a temporary solution. Payroll sent the employee a letter stating the

debit card must end and paper checks will be issued moving forward. Why must the debit card end?

A: Jeff Maples, associate vice chancellor of Finance & Administration, will follow-up with Rob Chance on this issue.

Old Business

4. General Parking versus Lot-Specific Tags

Does the ERC wish to present this issue to the UT Parking and Transit Authority (TPA) for further review? The next TPA meeting is scheduled for March 14, 2014. The ERC voted not to pursue this issue any further.

Announcements & Other Comments

- ❖ Nominate employees for the Chancellor's Honors Banquet and/or for positive recognition awards through Human Resources today! Submission deadline is Friday, February 21.

Chancellor's Honors: <http://chancellor.utk.edu/honorsbanquet/nominations/index.shtml>

HR Awards: Extraordinary Service to the University
Extraordinary Community Service
Extraordinary Customer Service

Positive Recognition Program: <http://hr.utk.edu/awards/>

HR Awards: Send Roses
Volunteer Spirit
Team Excellence

- ❖ Rick McCarter asked about speed limit signs on campus roads and if signs can be added. Jeff Maples said a committee has been selected to look at increasing efficiency and aesthetics for all signage across campus, including speed limit signs. More information will be communicated as it becomes available.
- ❖ Tom Anderson asked if Facilities Services will take over road repair once the university obtains ownership of several city streets. Dave Irvin confirmed that Facilities Services would perform any necessary maintenance on university-owned streets.

Distributions

- ❖ January 2014 Minutes

Next Meeting

Tuesday, March 4, 2014, from 1:30-3:00

Andy Holt Tower, 8th Floor Conference Room

Submit agenda items to Julie Monday at jmonday@utk.edu or 974-6452.