

Employee Benefits Advisory Board

ROLES/MEMBERS/EXPERTISE/REPORTING RELATIONSHIPS:

Proposal: Consummate the consultative federated model by creating a USU Employee Benefits Advisory Board which would be facilitated by HR and comprised of elected employee representatives (voting members) and campus and industry experts (non-voting members). Anticipated outcomes:

- Reduces the substantial learning curve for non-expert personnel
- Increases opportunities to vet inputs and outputs with employee shareholders
- Increases the quality of final benefits products
- Increases transparency and hence, trust, in benefits processes
- Increases the quality and quantity of dialog between stakeholders, experts, and industry.

1. **Healthcare Program Committee:** This board replaces the Health Benefits Sub-Committee in composition and mission. It will be comprised of a panel of experts in medicine, prevention, and medical insurance underwriting, and be tasked with medical plan design.

Healthcare Program Committee Role:

- Research and evaluate plan design inputs from employees for medical efficacy and quality
- Collaborate with Plan Designer Consultant to formulate both incremental and substantive changes to healthcare plans
- Convert employee inputs into activities
- Prepare responsive plan design outputs

Committee Composition/Expertise:

- Ability to decide medical matters (physicians, nutritionist, exercise physiologist, pharmacist, psychologist)
- Medical insurance plan design
- Medical insurance underwriting

Reporting Relationships:

- USU Employee Benefits Council
- USU HR

2. **Income Programs Committee:** This is a new committee that is currently being formed and tasked with reviewing benefits such as retirement, life insurance, and investments.

Investment Programs Committee Role:

- Research and evaluate plan design inputs for financial feasibility and investment quality
- Collaborate with Plan Designer Consultant to formulate both incremental and substantive changes to investment/retirement plans
- Convert employee inputs into activities
- Prepare responsive plan design outputs

Committee Composition/Expertise:

- Ability to analyze and decide on investment/insurance matters
- Investment/financial plan design
- Retirement/pension/401k underwriting

Reporting Relationships:

- USU Employee Benefits Council
- USU HR

3. **HR Roles & Responsibilities:**

- Offer leadership in planning & implementation
- Provide customer service in plan execution
- Supply expertise & experts
- Make available tools & educational materials for employees
- Provide on-going plan assessment

4. **Employee Representative Roles & Responsibilities**

- Gather and forward employee input on plans
- Vet plan ideas with employees
- Disseminate plan dashboards to employees
- Vote responsively & responsibly