Monthly Planning and Information Meeting
Minutes
12/3/2012

Excused: Amanda Davis, Kathy McConkie,

1. **Welcome**

2. **Approval of the Minutes**

3. **General Business:**

4. **Budget and Finance: Kathy McConkie**

5. **Committee Reports:**

   a. **Parking: Justin Williams**
   No update

   b. **Scholarship/Endowment: Leslie Hofland**
   The scholarship application should be available online by January 13th. It will be in a .pdf fillable format.

   c. **Legislative Committee: Danene Dustin**
   Legislative Committee: UHESA Day at Capitol: February 12, 2013

   d. **Professional Development: Amanda Davis**
   Excused

   e. **Benefits and Advisory: Guy Ballard**
   The Benefits and Advisory Committee met November 15th. Three main topics were discussed. First, was the plan summary review. The insurance plan did well, although not quite as well as last year. Costs were inline with projections. Second, HR is looking into some optional secondary benefits to be offered to Utah State Employees—namely ID theft protection. Third, the University is looking into optional medical tourism. Specifically, discussing an option to explore a plan that would allow employees to receive specific/select surgeries be performed out of the country at a reduced cost to both the employee and the university.

   f. **University Relations: Kathy Phippen**
   Kathy asked for information to be submitted for the Spring Newsletter by Friday, December 21st. She is looking for information on: pool party, pea lunch, scholarship information, President's Message, and awards.

Kathy also requested that all PEA Committee members review the PEA website for functionality.

g. **Professional Relations: Rob Llewellyn**
   No update

h. **Calendaring: Carrie Milligan**
   No Update

Next Meeting: Monday, February 4th