

**Employee Advisory Committee
Division of Facilities
February 26, 2008**

Members Attending

Jennifer Dodd
Janie Luna
Francisca Martinez
Roger Padon

Leah Flores
Daniel Martinez
Diana Meyer
Autumn Redman

Brent Levens
Robert Martinez
Gena Monroe

Absent

Roslyn Adams

Greg Pivonka

Guests

Unice Thomas

Ex-officio Members

Ada Green
Chuck Sippial

Polli Satterwhite

Jane Schneider

Minutes

The minutes were reviewed and the committee wanted to make sure that corrected minutes are emailed out to the group. Roger moved to approve the minutes and Jennifer seconded. The motion carried.

Benefits –

Physical Plant New Hires:

- Ms. Green indicated that supervisors should talk to new employees to verify their benefits
- Departments must utilize NEES to get the new employee into the system. The ES Liaison has 20 days to enter the employees; the employee has 60 days to enroll.
- Encourage the Employee Services Liaison to get entered (Kim, Edna, Mary Fran, Alice). The A&M 350 plan is very expensive and that is the default plan; employees need to enroll as soon as possible
- In April, the certification for grandparents' coverage will occur.

SEBAC:

- Delta Dental coverage is not communicating about co-pays
- Cigna has higher premiums
- The issue with Scott & White – timely basis for doctor appointments, doctor/patient ratio, performance measures put into contract – will be discussed at the next meeting.

Vice President's Report – Mr. Sippial

- It is hoped that Dr. Murano will try to obtain funding in the next legislative session for capital renewal – we are putting together a list of projects that total \$100M+ to provide to the legislature for renovations and Deferred Maintenance.
- A&M currently has 12M square feet of E&G space. It costs about \$2/sq ft to maintain the space, but we need \$3/sq ft to be proactive.
- The University's new Sustainability Officer begins Monday. Her name is Kelly Wellman and she will be housed in the Vice President's office.

New Business

- Diana Meyer – New EthicsPoint – can be a great tool but a weapon also. Can be the same as Safety Hotline. Is System-based. Polli will forward the email.
- Employee Handbook for Physical Plant employees is being printed.
- Roger Padon brought in a book of old Physical Plant newsletters from 1972.
- Daniel Martinez asked if A&M will be tasked with the landscape for the TIGM building. Mr. Sippial indicated yes.
- Francisca Martinez reported there is construction of a new bridge at the Fire Field.
- Leah Flores asked about the Transportation Committee replacement.
- Leah also wanted to talk about an issue with her state vehicle. They have issues with repairs not being made but still getting bills and the cost is very high. Mr. Sippial explained the additional costs for benefits, etc. and also asked for a copy of the invoice. He also asked that Leah submit a memo through Luis Martinez to Jeff Heye to Les Swick about the problems.
- There was a discussion about fleet replacement and number of vehicles assigned to Physical Plant. Some of the vehicles are very old.
- Gena Monroe announced the Physical Plant Relay for Life Team will participate on May 2-3 at Bryan High. Ms Schneider asked how others can sponsor. Gena indicated that a lunch will be sponsored, there will be bake sales and the team will sell cooling bands for \$5. The website for the team is on the American Cancer Society webpage. Luminaries are \$5each. Eight more team spots are available.

Old Business

- Ms. Schneider indicated that the construction of a smoking shelter is a one-time expense

Adjournment

Jennifer Dodd made a motion to adjourn the meeting. Robert Martinez seconded and the meeting was adjourned. The next EAC meeting will be held on Tuesday, March 25, 2008 at 9:00 a.m. in 218 Administration Building.