

University of Maine System
Board of Trustees Meeting

at the University of Maine System
Rudman Conference Room, 253, Estabrooke Hall, Orono

January 6, 2020

Human Resources & Labor Relations Committee Meeting

Present: **Committee Members:** James Erwin; Chair Pro tem (at USM), Patricia Riley (at USM), Sam Collins (at UMPI), Sven Bartholomew, Trevor Hustus (at USM), Michael Michaud (by phone), Trish Riley (at USM), and Kelly Martin (by phone). **Staff:** Ellen Doughty, Ryan Low (at UMA), David Demers (at UMA), James Thelen (at UMA), Gretchen Catlin (at USM), Kim Jenkins, Chip Gavin (at USM), Miriam White, Tracy Elliott, and Chris Lindstrom.

Absent: Betsey Timm.

Trustee Erwin, Chair Pro tem, called the meeting to order and welcomed everyone.

Enterprise Risk Management Update. UMS Risk Manager, Ms. Gretchen Catlin presented an update to the Human Resources and Labor Relations (HR/LR) Committee regarding the implementation of Enterprise Risk Management (ERM). Previous guidance from Trustees has been reflected in the development and implementation of the ERM program. Risk Management is preliminarily tracking fifteen UMS risks and two of those risks have been assigned to the HR/LR Committee for oversight. Each risk is also assigned a leader who is responsible for implementing mitigation and control strategies. Additionally, Ms. Catlin provided a brief overview of the University Risk Management Department's structure, risk scoring procedure, and key objectives.

Executive Session

On a motion by Trustee Hustus, which was seconded by Trustee Riley, and approved by all members present, the Human Resources & Labor Relations Committee agreed to go into Executive Session under the provisions of:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, evaluations, employment and duties.

On a motion by Trustee Riley, which was seconded by Trustee Hustus, and approved by all members present, the Human Resources & Labor Relations Committee concluded the Executive Session.

Following the Executive Session, the Human Resources & Labor Relations Committee reconvened a brief public session to discuss the following item:

Board of Trustees Policy 411 Health Insurance for Retirees and Former Employees on Long Term Disability.

UM Vice President of Campus Human Resources and UMS Interim Co-Chief Human Resources Officer, Mr. Chris Lindstrom provided information on a proposed update to Board Policy 411. Currently health insurance for retirees and former employees on long term disability is the only employee or retiree benefit tied to a Board Policy. Mr. Lindstrom is proposing that Board Policy 411 be repealed and replaced by an Administrative Practice Letter (APL), to achieve consistency with other employee and retiree benefit procedures. Additionally, if the Board chooses to keep the Board Policy, the current version will need to be updated. The proposal to repeal Board Policy 411 and

replace it with an APL will be an information item discussed at the Board of Trustees meeting on January 26-27, 2020.

Additional information about the meeting can be found on the Board of Trustees website:
<http://staticweb.maine.edu/wp-content/uploads/2019/12/MtgMat-HR-010620.pdf?0fa197>

Adjournment

Heather A. Massey for
Ellen N. Doughty, Clerk