

Board of Trustees
Human Resources / Labor Relations Committee

August 22, 2022

1:00 PM

ZOOM – No Physical Location is Available

The public is invited to view the meeting on YouTube. The link to the Board of Trustees YouTube page can be found the Board website: <https://www.maine.edu/board-of-trustees/>

AGENDA

1:00-1:30

Executive Session

The Human Resources & Labor Relations Committee will enter Executive Session under the provisions of: 1 MRSA Section 405 6-A & 6-D.

Following the Executive Session, the Human Resources/Labor Relations Committee will reconvene the public meeting to discuss the following items:

1:30-2:00

TAB 1 [Employee Health Plan Task Force \(EHPTF\) Scorecard Update](#)

2:00-2:05

TAB 2 [Proposed Changes to Board of Trustee Policy 401 *General Equal Opportunity*](#)

2:05-2:10

TAB 3 [Human Resources & Labor Relations Committee FY2023 Work Plan](#)

2:10-2:20

TAB 4 [Review of UMS Hiring Policies & Procedures](#)

Action items within the Committee purview are noted in green.

Items for Committee decisions and recommendations are noted in red.

Note: Times are estimated based upon the anticipated length for presentation or discussion of a particular topic.

An item may be brought up earlier or the order of items changed for effective deliberation of matters before the Committee.

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Employee Health Plan Task Force (EHPTF) Scorecard

INITIATED BY: Beth Dobson, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:

N/A

UNIFIED ACCREDITATION CONNECTION:

N/A

BACKGROUND:

Interim Director of Compensation James Clark and Denise Stephenson from Willis Towers Watson will present the Employee Health Plan Task Force (EHPTF) Scorecard – Executive Summary.

8/11/2022

Data as of 12/31/2021



EHPTF SCORECARD

Section I: Claims Cost Summary

Demographics	2019	2020	2021
Avg.# Active Enrolled EEs	4,407	4,378	4,300
% Change in Enrollment	0.41%	-0.67%	-1.78%
Average Contract Size	2.19	2.18	2.18
Medical Claims PMPM	\$626.10	\$531.93	\$607.53
Medical Trend (%)	12.6%	-15.0%	14.2%
Pharmacy Claims PMPM	\$113.86	\$126.80	\$173.12
Pharmacy Trend (%)	-4.7%	11.4%	36.5%
Total Claims PMPM	\$739.96	\$658.73	\$780.65
Annual Trend	9.6%	-11.0%	18.5%



- 2020 claims suppressed due to COVID-19, with rebound in 2021

Section II: Network Management

	2019	2020	2021	Cigna Norm
In Network %	99.0%	97.3%	97.3%	96.7%
<i>UMS encourages in-network care</i>				
Primary vs Specialty Ratio	60.8%	60.8%	58.4%	58.1%
<i>UMS encourages primary care</i>				
Cigna Care Designation %	40.8%	17.5%	24.5%	32.2%
<i>Providers who meet quality and cost efficiency criteria</i>				
Collaborative (CAC) Aligned	77.1%	76.0%	78.7%	N/A
<i>Providers that are rewarded for improved health outcomes, affordability and experience</i>				

Section III: Plan Management—Consumerism Statistics

	2019	2020	2021	Cigna Norm
ER Visits per 1,000 members	171.6	138.1	157.5	181.9
Urgent Care per 1,000 members	107.1	133.6	156.2	262.5
Telemedicine Visits	75	129	91	N/A
Generic %	92.0%	92.5%	92.9%	91.7%
Mail Order and Retail 90 %	69.5%	82.7%	70.4%	49.2%
Use of EAP (Excludes Work/Life & Web)	4.9%	4.8%	3.9%	5.1%

Section IV: Wellness

	2019 (#)	2019 (%)	2020 (#)	2020 (%)	2021 (#)	2021 (%)
Level 1 Completions	5,991	92%	3,142	82%	3,683	90%
Level 2 Completions	2,847	44%	1,907	29%	2,479	39%
Engaged with Health Coach	1,503	34%	1,475	34%	1,641	26%

Note: Information above includes claims experience for Actives and Under 65 Retirees only.

Data as of 7/31/2021



EHPTF SCORECARD

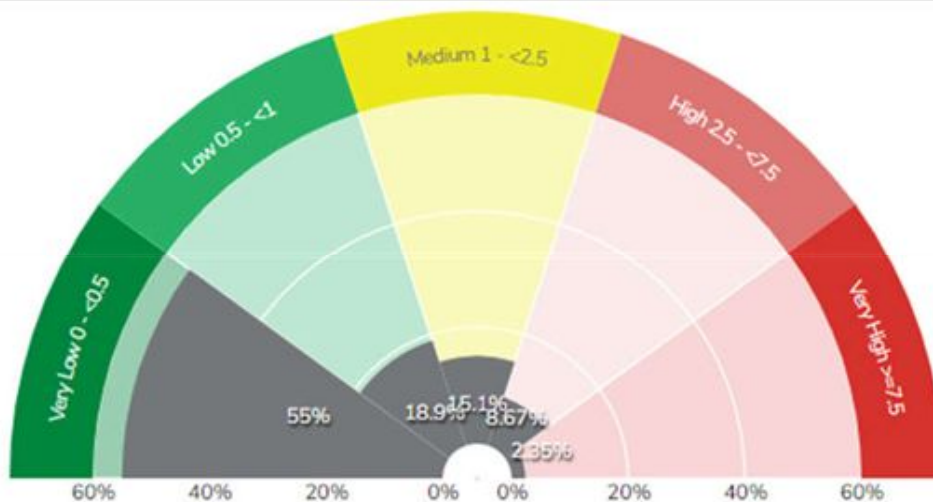
Section V: Communications

Healthy & Maine	Sent	Open	Click
Dec-20	4,752	2,700 (57%)	551 (20%)
Mar-21	4,722	3,043 (64%)	692 (23%)
May-21	4,712	3,090 (66%)	601 (19%)
Jul-21	4,673	2,936 (63%)	310 (11%)
Rolling Average	4,715	2,942 (62%)	539 (18%)

Section VI: Health Improvement—Preventive Care & Compliance Statistics

	2019	2020	2021	Cigna Norm
UMS encourages Preventive Care & Compliance				
Preventive Care Utilization	69.1%	62.6%	77.2%	61.2%
Screening Compliance				
Mammograms	79.0%	77.0%	78.0%	64.0%
Cervical Cancer	59.0%	56.0%	56.0%	58.0%
Colon Cancer	45.0%	44.0%	43.0%	46.0%
Gaps in Care	76.2%	76.5%	80.4%	81.1%
Medication Adherence	91.3%	93.2%	94.3%	89.9%

Section VII: Overall Population Health



Relative Risk Score	Avg. Age	Avg Risk Score	Very Low	Low	Medium	High	Very High
2021	40.0	1.22	55.0%	18.9%	15.1%	8.7%	2.4%
2020	40.3	1.24	53.7%	19.2%	15.7%	9.0%	2.4%
2019	40.1	1.27	52.9%	19.2%	16.1%	9.2%	2.5%

- 2019 Risk Score based on claims incurred Apr19—Dec19

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Proposed Changes to Board of Trustees Policy 401 *General Equal Opportunity*

INITIATED BY: Beth Dobson, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:
Board Policy 401

UNIFIED ACCREDITATION CONNECTION:
N/A

BACKGROUND:

Board of Trustees Policy 401 *General Equal Opportunity* is being changed to include protected classes outlined in Federal and State law and the American Bar Association standards. These changes will provide alignment and clarity for the UMS community. Additionally, these changes support the Chancellor's *Imperative for Change* initiative in that it supports the goal to "rebuild systems that are fair and just for all people.

The proposed changes are noted in red text in the current version of Board Policy 401, which is attached.

The revised Policy will be presented as an information item at the August 22nd Human Resources and Labor Relations (HR/LR) Committee before being presented to the full Board, as an information item, at the September 11-12, 2022, meeting. The proposed revisions to the Policy will then be presented as an action item at the October HR/LR Committee meeting and the November Board of Trustees meeting.

8/11/2022

UNIVERSITY OF MAINE SYSTEM

Policy Manual

DRAFT
8/11/22

HUMAN RESOURCES AND LABOR RELATIONS

Section 401 General Equal Opportunity

Effective: 11/18/71

Last Revised: 01/23/06; 5/23/11; 7/17/2017

Responsible Office: Human Resources

Policy Statement:

In complying with the letter and spirit of applicable laws and pursuing its own goals of diversity, the University of Maine System does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender, **gender identity or** expression, **ethnicity**, national origin, citizenship status, **familial status**, **ancestry**, age, disability **physical or mental**, genetic information, or veterans **or military** status in employment, education, and all other programs and activities. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

The University will regard freedom from discrimination and discriminatory harassment as an individual employee and student right which will be safeguarded as a matter of policy. Any employee or student will be subject to disciplinary action for violation of this policy. Retaliation against anyone who makes a complaint of discrimination or harassment or who is involved in a complaint process will not be tolerated.

Procedures:

Affirmative action plans for the various institutions and organizational units of the University System must be approved by the University President and Chancellor. Copies of the current institutional plan shall be on file at each University in the Office of Human Resources.

Related Documents:

Procedure for Accommodating Individuals with Disabilities
Equal Opportunity Complaint Procedure

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Human Resources and Labor Relations Committee FY2023 Work Plan

INITIATED BY: Beth Dobson, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:

N/A

UNIFIED ACCREDITATION CONNECTION:

N/A

BACKGROUND:

The Human Resources and Labor Relations Committee will review the draft FY2023 Committee Work Plan in preparation for submission at the September 11-12, 2022, Board of Trustees Meeting.

8/11/2022

University of Maine System
Board of Trustees

Human Resources/Labor Relations Committee
Fiscal Year 2023 Work Plan

Standing Agenda:

1. Collective Bargaining Update (may occur in HR/LR Committee or in Executive Session of the Board of Trustees)
2. Human Resources and Labor Relations items requiring Committee and/or Board approval

Ad Hoc Agenda: **Note: Items in red require a vote of the Committee**

- **Approval of Collective Bargaining Agreements (as tentative agreements are reached)**
- Collective bargaining goals for FY23 (review as needed)
- Review Employee Health Plan Task Force Scorecard (September)
- Evaluation of Board Chair (March)
- Comprehensive Presidential Review results (as needed)
- Discuss priorities for HR Strategic Planning (as needed)
- **Policy and compensation changes for non-represented employees (as needed)**
- Update on significant HR initiatives (as needed)
- Briefing on compliance and regulatory issues (as needed)
- Chancellor's Review Committee, chaired by Human Resources/Labor Relations Committee Chair (as needed)

Informational Reports:

- Report of Management Group appointments (July, November, March)
- Workforce Profile and Turnover reports (May)
- Diversity, Equity, and Inclusion Update (develop benchmarks and report on initiatives, as needed)
- Employee Recognition and Service Awards (as needed)
- Retiree Healthcare Updates (as needed)

Meeting Schedule:

Committee Meetings are scheduled by the Board of Trustees Office on a 2-year cycle and will occur prior to each full Board meeting (approximately six times per year).

University of Maine System
Board of Trustees

AGENDA ITEM SUMMARY

NAME OF ITEM: Review of UMS Hiring Policies & Procedures

INITIATED BY: Beth Dobson, Chair

BOARD INFORMATION: X

BOARD ACTION:

BOARD POLICY:

N/A

UNIFIED ACCREDITATION CONNECTION:

N/A

BACKGROUND:

As a follow-up to the July Board of Trustees meeting, where Chancellor Malloy presented his summary of the UMS Employment Search Process Review, the Chair of the Board has tasked the Human Resources & Labor Relations Committee to work with System Staff to complete a review of all UMS hiring policies and procedures and report back to the Board with findings and recommendations upon completion of the review. Acting Vice Chancellor for Strategic Initiatives, Carolyn Dorsey, will provide a brief status update on the review of UMS hiring policies and procedures.

8/11/2022