Benefits Committee Minutes

Meeting called by: Staff Council
Facilitator: Staff Council
Timekeeper: N/A

Type of meeting: Preliminary
Note taker: Keneé Stephens

Attendees:
Amber Amari, Vernoasia Callahan, Natasha Davenport, Ruby Hopkins, Jean Miller, HB Sheffield, Keneé Stephens,

Please read: Work Life Alternatives Position Paper
Please bring: Your copy of the paper and notes to discuss where applicable.

Minutes:

Agenda item: Initial Committee Meeting
Discussion: Elect Chair and Secretary
Discussion regarding duties of each position and requirements therein.

Conclusions: Incumbent Jean Miller was re-elected as Committee Chair and Keneé Stephens was elected Secretary

Action items N/A

Person responsible Deadline
Presenter: N/A

Agenda item: N/A
Discussion: Meeting Time and Date
Determine standing meeting time date and location.

Conclusions: We will meet on the second Tuesday of each month at 2:00 PM. The location is to be determined prior to each meeting.

Action items: N/A

Person responsible Deadline
Presenter: N/A

Agenda item: N/A
Discussion: Outline topics we will address throughout the course of the year.
Committee members made mention of certain issues that may be beneficial for the committee and therefore the council to address this year or in future years as our progress with each issue allows.

Conclusions: Several standing issues will be readdressed and new issues will be researched to determine course of action if applicable.

Action items – Priorities not indicated
✓ Alternate work schedules
✓ Parking costs
✓ Tuition Assistance Program
✓ Exit Interview process
✓ Staff priority daycare placement and cost
✓ Building specific evacuation plan / terror alert plan

Person responsible Deadline
TBD TBD
TBD TBD
TBD TBD
TBD TBD
TBD TBD
TBD TBD

Keneé Stephens, Committee Secretary
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**Other Information**

**Observers:** Sally Fowler, Staff Council Senator

**Resources:** Work Life Alternatives Position Paper

**Special notes:** Prioritization to be determined at later date.

**Benefits Changeability Diagram**

- **Difficult**
  - 1. Work Life Proposal (Present to Supervisors)
  - 1. Tuition Assistance Program – Late Registration (Regulated by Board of Regents)

- **Easy**
  - 1. Exit Interviews (Present to Supervisors)
  - 2. Parking costs (Turner Field for staff)
  - 1. Daycare cost and placement for staff dependents (Research options)

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