



**Los Angeles Community College District
District-wide Governance Committee
Self-Evaluation Form**



Committee Name: JLMBC

Members: Ernesto Medrano , Galen Bullock, Velma J. Butler, Laurence B. Frank, Joanne Waddell, James Bradley

Alternates: Dorothy Bates, Dr. Armida Ornelas, Ken Takeda, Sandra Lepore, Diva Sanchez

Committee Resources: Nancy Carson, Phyllis Eckler, Barbara Harmon, Ethel McClatchey, Leila Menzies, Stacey Allen, Amy Roberts, Katreli Walker, Adriana D. Barrera

Chair: Paulina Palomino

For Academic Year: 2014-2015

Date of Self Evaluation: August 11, 2015

Month	Meeting Date(s)	# of Mbrs Attending	Agendas posted in advance?		Minutes posted?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	Yes	No	
September	9, 2014		X		X		Open Enrollment Web Portal - HRA Text Revisions Health Benefits Unit - Fall Newsletter Edits/Approval (Active and Adjunct), Laurence Frank, President, Los Angeles Trade-Technical College, has replaced Marvin Martinez Video Conference Presentation/Feasibility Discussion HRA Utilization - Report Transamerica Open Enrollment – flier distribution RFP – HRA/FSA posting Wellness – Health Fairs planning LACCD POP for Adjuncts - Reviewed Language Status
October	14, 2014	4	X		X		LACCD Self-Evaluation Form 2013-2014 – revised and approved Review 2014-2015 Service Calendar – revised and approved Teamsters 911 Memorandum - Teamsters officially removed itself from the JLMBC; will be presented at the October 22, 2014 Board meeting Wellness Task Force Initiative CalPERS - MOOP Clarification Risk Manager - interview process “Los Angeles Community College District Employee Engagement – Communication Calendar for 2014/2015” – was distributed, focuses on Employee Assistance Program (EAP) services and activities Health & Wellness Expo – scheduled for March and April 2015 CalPERS Education Forum- October 26 to 29, 2014 in Riverside RFP – HRA & FSA updates
November	18, 2014	5	X		X		Ernesto Medrano replaces Jim Adams effective January 1, 2015 JLMBC Webpage Improvement - present this issue to the Chancellor’s Cabinet at its next meeting for discussion by the College Presidents. Task Force Work Group Organization and Schedule Consultant RFP – discussed and members agreed to review the RFP on the FCMS website and add their comments. CalPERS Education Forum – attendance participation report

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December	9, 2014	5	X		X		<p>Overview of the Affordable Care Act "JLMBC Task Force Process" – Work Groups: Wellness, Adjunct Health Benefits, Opt Out Web Update – New Request Form review GASB Account - Status update LACCD Open Enrollment 2015 - enrollment report</p>
January	13 2015	5	X		X		<p>Web Page Updated Request Form – revised and approved Web Page Funding Proposal – reviewed, revised and approved proposal. Requested that this item be placed on the DBC agenda for its meeting of January 21, 2015 Task Force Work Group – Breakout and Summary reports Dependent Verification – message draft to employees indicating deadline of January 20, 2015 ACA Compliant Offers - Report</p>
February	10, 2015	4	X		X		<p>FCMS Mid-Year Report - "Ground Rules Governing the Joint Labor Management Benefits Committee" discussed and goals reviewed Goal #1: Improve Vision/Dental/Life Insurance Goal #2: Improve the Wellness Program Goal #3: Website Goal #4: Resource People Goal #5: Improving the EAP Process Goal #6: Education relating to Healthcare Goal #7: Improve HRA Goal #8: Committee Calendar Task Force - Work Plan Template review Scope of Work - Health Benefits Consultant discussed and agreed to review n FCMS weblink EAP – Service discussion Health & Wellness Expo 2015 –reviewed calendar for March and April Retiree Update - the most cost-effective way for communicating with retirees is through email. ACA Compliant Offers– 4 of 32 employees accepted coverage</p>
March	10, 2015	4	X		X		<p>Albert Roman introduced David Serrano, the new Risk Manager for the LACCD *Teamsters 911- official request for Teamsters Local 911 to rejoin the JLMBC Taskforce Work Groups – Break out sessions & summary reports On July 1, 2015, a new set of Board members will be taking office The JLMBC Annual Report will be presented to the Board of Trustees in September. The Adjunct Health Benefits Task Force Work Group has several complex issues that will require much research The Wellness Task Force Work Group has been reviewing the wellness resolution The Opt Out Task Force Work Group will present its proposal at the April JLMBC meeting. "HR – Risk Management/Health Benefits Organizational Structure" – document review Wellness - the District's "Go Red Day" event of February 25, 2015 was very successful. Health Risk Assessment – discussion Retirees – discussed adding a link on the District website for retirees who want to give their email addresses in order to receive information regarding benefits and JLMBC updates.</p>

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							<p>Consultant RFP - the JLMBC would need to ask Wells Fargo is they would extend their services for two or three months. Timeliness of RFP process discussed.</p>
April	14, 2015	6	X		X		<p>Task Force #3 - Explore opt out options for employees with dual medical coverage. If elected, the recommendation would be to work towards implementing the opt out/cash out plan no earlier than 2017 benefits year.</p> <p>Consultant RFP - Wells Fargo is willing to provide its services to the JLMBC for the one-year extension</p> <p>MHN - Performance Guarantee Contract Amendments Review/Edit</p>
May	12, 2015	6	X		X		<p>Approved the consultant contract extension for Wells Fargo as stated in the contract with the stipulation that the RFP process for the next cycle will start immediately</p> <p>JLMBC Web Page Demonstration - the JLMBC is planning to hold a day long session of web work with respect to the accuracy of the content on the web pages once the web page structure is updated.</p> <p>RFP Process - request was made for the JLMBC to be provided with a template of the actual contracts that are currently active that includes the expiration dates so that the Committee will know when to start the contract renewal process.</p> <p>403(b) Process - discussed a document regarding the 403(b) process with respect to the wire transfer settlement dates and the dates that the files are uploaded to JEM.</p> <p>June Meeting and Summer Schedule - recommended that a day-long meeting be scheduled in June to focus on completing the work of the Wellness Task Force. Meeting date proposed, Thursday, June 25, 2015 from 9:00 a.m. to 2:00 p.m.</p>
June	9, 2015	5	X		X		<p>Health Plan Calculator Demonstration - health plan calculator is due to go live in approximately two weeks</p> <p>Consultant RFP - review, revision & recommendations of "scope of services"</p> <p>"JLMBC: Contract Review Worksheet" was distributed - discussed the document with respect to the services provided by the various vendors, start and end dates, optional renewal periods, and optional renewal dates.</p> <p>ACA Market Reform - Report & discussion. Cadillac tax will be effective on January 1, 2018 - Paulina requested that a demonstration of the components of the calculation to determine "tax" be presented at the JLMBC meeting in August or September.</p>
Average Attendance		5					
Major Committee Accomplishments & Achievements in Past Year			<p>Hired Risk Manager</p> <p>Secured funding for Improved Health Benefits and JLMBC web pages</p> <p>Upgrading of web pages in progress</p> <p>Moved meeting to ESC and obtained services of management and staff</p>				
Major Obstacles/Problems with Committee Function			<p>Streamlining the process for evaluating documents such as RFPs - Scope of Service</p> <p>Operational access to online tools ex; Health Benefits Calculator, improved web pages</p>				

<p>Recommendations for Improving Committee Process/Efficiency</p>	<p>Include a timeline flow chart/task list for events in the monthly agenda Communications sub-committee -Improve newsletter development -Americans with Disabilities Act (ADA) document compliance overview</p>
<p>Committee Goals (If Appropriate) for Coming Year</p>	<p>Improve Vision/Dental/Vision/Life Insurance Improve Wellness-Expansion and development of program utilizing baseline data and metrics to develop goals and campaigns Improve EAP Improve HRA Improve adjunct District medical benefits Create Master Calendar Communications -Update Health Benefits and JLMBC web pages regularly -Explore other forms of communication, especially for retirees -Set target date for Newsletter distribution (within first two weeks of each semester) Ongoing professional development for changes in health care policy and legislation for voting members Adjunct Faculty, Opt Out and Wellness Task force presentations to Board of Trustees Completion and Implementation of POP Planned Document</p>

Chair/Co-Chair Signature and Date: _____ 9/8/2015
Signature Date

Chair/Co-Chair Name: _____
Signature Date

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