



ASSOCIATION OF
ADMINISTRATIVE +
PROFESSIONAL
STAFF AT UBC

Spring General Meeting

Thursday, April 30, 2015

Student Union Building, Party Room (Point Grey Campus) & via Webcast

MINUTES

1. CALL MEETING TO ORDER

The business of the meeting will be conducted in accordance with the AAPS Constitution & By-laws. Petra Ormsby certified that quorum was met for the meeting to begin. The meeting was called to order by the President, Isabella Losinger, at 12:05 p.m. Isabella welcomed those in attendance and via webcast. She sent greetings to members at UBC Okanagan campus, Robson Square, all the teaching hospitals (Children's and Women's, St. Paul's and VGH), and the many other locations spread out across the province of British Columbia.

2. ACCEPTANCE OF THE AGENDA

The agenda was forwarded to all members via email prior to the meeting.

It was:

Moved/seconded (Mark Daigle/Margaret Leathley)

*To accept the agenda as distributed. — **Carried.***

3. GUEST SPEAKER: KEVIN JEFFREY, POINT BREAK CONSULTING – Your Insurance Benefit Plan at UBC

Kevin Jeffrey (AAPS Disability Benefits Plan Consultant since 2007) gave a detailed presentation on the UBC health benefits for Management & Professional (M&P) Staff, answering numerous questions throughout the presentation. He described the basic framework of the plan, starting with overall benefits and coverages, followed by the specifics of prescription drugs, medical supplies & services, paramedical services, hospital rooms, out of province emergency medical services, vision, health spending account, dental benefits, long term disability (now known as the Disability Benefits Plan (DBP)), life & accident insurance, and the Employee & Family Assistance Plan (EFAP).

Kevin then explained the details and history of the Benefits Accord. This is a letter of agreement between UBC and AAPS which was signed in 2000, and ratified by the members in lieu of a 1% General Wage Increase. It supports improvements in M&P staff health & welfare benefits, including: the addition of oral

contraceptives, orthotics up to \$400/year, a pay direct drug card; increases in maximums for hearing aids, psychologist services, massage/physiotherapy services, vision care, and orthodontia; and a provision for the employer to pay 25% of premiums for the BC Medical Services Plan (MSP). Over time, the rising costs of benefits pushed the Benefits Accord into a deficit in 2006, and a decision was made to end the partial payment of MSP. By 2009, with the increase in membership, the Benefits Accord was in a significant surplus situation and the MSP premium subsidy was reinstated as of January 1, 2010. Shortly thereafter, with a surplus still remaining, a Health Spending Account (HSA) in the amount of \$125 per employee was implemented effective January 1, 2011. Unfortunately, in 2014, a deficit was again forecasted and UBC provided several suggestions on how to mitigate. The two suggestions the AAPS Board and working group considered were to either eliminate the \$125 HSA or eliminate the 25% MSP subsidy. They made the difficult decision to implement the latter effective July 1, 2015.

Kevin provided information related to industry-wide benefit trends. There is an increased emphasis on personal health and well-being. He noted the increased use of paramedical practitioners and proactive healthcare. Covered prescription drugs are starting to include the blockbuster drugs (called Biologics) promising cures, for instance, for Hepatitis C, that can cost a person \$50 to \$80 thousand. In the realm of maintenance medication there is an increase in prescription home delivery or pharmacy networks. Mobile technology is advancing and flexibility in health plans is on the rise.

Kevin ended his presentation by noting that the next step is a comprehensive review of the Benefit Plan including the Benefits Accord. The Benefits Accord is a very important part of the benefits package but is it the best way to manage health benefits for the AAPS membership? During the presentation he fielded several individual questions from the audience.

4. ADOPTION OF MINUTES OF LAST SPRING GENERAL MEETING

The minutes of the last Spring General Meeting held on April 30, 2014 were made available to all members at the same time as the agenda was distributed.

It was:

Moved/seconded (Mike Devolin/Chris Skipper)

To adopt the minutes of Spring General Meeting Minutes - April 30, 2014 as distributed. — Carried.

5. PRESIDENT'S REPORT — ISABELLA LOSINGER

President Isabella Losinger began with an update on the staffing situation. Executive Director Michael Conlon resigned in November and is now the Executive Director for the Confederation of Faculty Associations of BC (CUFA-BC). Member Services Officer (MSO) – Advocacy Luisa Liberatore resigned in early April to join the Post-Secondary Employers' Association (PSEA) as their new Managing Consultant, Labour Relations, leaving MSO – Advocacy Sharon Cory to shoulder much of the burden. As an interim measure the office has been fortunate enough to procure the services of Neil Patton, who has worked with the Board on

recent strategic retreats, to help with the advocacy load. Kudos and intros were offered to MSO – Communications, PD, & Member Engagement Sarah Muff, Office Manager Petra Ormsby and Database and Office Support Bill West. Isabella then acknowledged all the Board members.

Isabella reviewed 2015 activities including the Board’s priorities and accomplishments. In lobbying and campaigning efforts, she highlighted three core areas: 1. Preparations for the next Market Survey, slated to be done this fall with results in early 2016; 2. Increasing the rehire rate for terminated members; and 3. consolidating the M&P Benefits Accord with the overall UBC benefits package and ensuring it is in line with best practices and offers the members the best possible benefits. Current works in progress included were “Retirement” – the societal trends and what it means for working conditions and benefits for AAPS Members; and “Additional hours of work” (Article 10.4) – societal trends and working towards a proper definition. In terms of accomplishments, she noted a dialogue with the new UBC President, which began with a brief meeting held in late summer 2014 with former acting President Adam McCluskey. Dr. Gupta was scheduled to meet with the Board for an hour on June 3, 2015. Secondly, she mentioned the 2015 Board Retreat on February 18, 2015 where the Board reviewed the previous Board retreats to corroborate strategic directions. Lastly she reminded everyone about the 2014/2015 branding process and the new logo launch.

Isabella reported that terminations remained largely unchanged, 120 last year at this time and 88 to end of February 2015, with likely more to come in spring/summer. In advocacy, the load focused on the areas of terminations without cause, harassment/bullying, and additional hours of work.

Isabella concluded by highlighting the posted link from the VP Finance office seeking ideas about how to do things better at UBC in their ‘Have your say’ suggestion box. Her final words were a reminder that the priority of AAPS as an organization is its members, and that advice given to members is in their sole interest.

At the end of Isabella’s report, 1st VP Andrea Han and 2nd VP Lia Cosco, on behalf of the Board and AAPS office, presented her with a bouquet of flowers in honour of the immense amount of extra time and work she has undertaken in the last few months. Both the AAPS Board and AAPS Office have undergone significant transitions in the past year and Isabella has played a key role in successfully navigating these. They wished to publically acknowledge her ongoing service to the organization.

6. FINANCIAL REPORT — PAUL DE LEON

The proposed budget for 2015/2016 was circulated to members prior to the meeting via an emailed link to the AAPS website. It was also attached to the Agenda circulated at the meeting.

a. Proposed Budget for 2015/2016

In presenting the proposed 2015/2016 Budget, AAPS Treasurer Paul de Leon provided the 14/15 Budget (current fiscal year), the 14/15 Year-end projections, and the 15/16 Budget (new proposed budget).

Paul reviewed the expense categories of Member Services, Board/Governance, and Administration, highlighting the significant variances in each category. In Member Services, projected costs were slightly under budget: although there was the additional cost for the analysis of the qualitative sections of the member workplace experience survey, there were also reduced costs in negotiations and legal advice. The new Member Services budget would see an increase in anticipation of an upcoming market survey requiring expert analysis. Board/Governance expenses would see a decrease due to the completion of the branding roll-out project. In Administration, the proposed budget is significantly less, due to the completed purchase of a new database & PD registration system and lower starting salaries for new hires.

It was proposed that two dues holidays (Dec/15 & Mar/16) be budgeted, leaving a nominal surplus of \$6,000.

Paul reported on a review currently being conducted regarding the AAPS Reserves Fund. AAPS has retained a tax lawyer for their legal opinion on the appropriate reserve amount and, as part of this process, has also engaged an actuarial firm to complete an official calculation and report. More information will be forthcoming to the membership once the review has been completed and expert opinions provided.

b. Motion to Approve the 2015/2016 Budget

After questions from the audience were fielded, the 2015/2016 Budget was presented for approval.

It was:

Moved/seconded (Margaret Leathley/Andrea Han)

“Be it resolved that the 2015/2016 AAPS budget prepared by the AAPS Finance Committee and endorsed by the Board be approved as presented.” — *Carried.*

c. Motion for Appointment of Auditors for 2014/2015 fiscal year ending June 30, 2015

It was:

Moved/seconded (Blake Dobie/Jennifer Schmidt)

“Be it resolved to appoint the firm of De Visser Gray LLP Chartered Accountants as the Association’s auditors for the 2014/2015 fiscal year ending June 30, 2015.” — *Carried.*

7. QUESTION AND ANSWER SESSION

There were no further questions.

8. MOTION TO ADJOURN

The meeting adjourned at 1:20 p.m.