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SUMMARIZATION OF THE FEBRUARY 7, 2006  
HUMAN RESOURCES SERVICES COMMITTEE MINUTES

**Benefits Activity:**

There was an overall 4.3% decrease in benefits costs from December of last year. This decrease was offset by increases in vision and dental claims and increases in Humana HMO premiums.

The Health Care Coalition, composed of sister agencies, is preparing an RFP for PPO, dental, vision, and Flexible Spending Account providers. To date, there are two potential HMO vendors: BCBS and Unicare.

SURS and the Social Security Administration will hold meetings at Wright, Truman, and Kennedy-King Colleges in February and March to explain the one-time election for Medicare participation. Ballots will be sent to 734 Medicare-exempt employees by SURS.

**EEO Activity:**

Sexual Harassment training was conducted at Daley College in January and was attended by 25 employees and the college president.

**Payroll Activity:**

Over 7,600 W2s were printed and mailed. In collaboration with the Office of Information Technology, 900 Work Study W2s were printed and mailed to student workers.

**Compensation Activity:**

Working with the Offices of Information Technology, Finance, and Academic Affairs the IPEDS (Integrated Postsecondary Education Data System) report was completed and submitted to the National Center for Education Statistics.

Names of officers and managers of CCC were submitted to the Office of the Cook County Clerk for compliance with the annual requirement of Disclosure of Economic Interest. The Clerk's office will send forms to these individuals to complete to ensure compliance.

All January salary rate increases were entered into PeopleSoft for Local 1600 security, full-time faculty, training specialists, and AFSCME Adult Educators and Coordinators.

**Other Business:**

Regarding the automating time and attendance initiative for the District, an RFP was issued January 20 to solicit responses from interested vendors. The goal is to complete all evaluations by February 28.