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APPROVED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
APRIL 15, 2010

Office of Human Resources Board Report
Thursday, February 11, 2010, 3:30 p.m.

Chairman James Tyree stated that the Human Resources committee report will be placed on file. Listed below was the report to be given by Human Resources.

Cost Controls

As of January 2010, seven months into this fiscal year, health benefits costs have increased by 5.4% in comparison to the same time period last year.

The SURS 6% Committee has now met several times to review data and trends such as Overtime Reports, PT to FT transitions and year-to-date earnings report to ensure we can make intelligent recommendations to the board regarding increases over 6%. We are hoping to have recommendations to discuss with the board no later than the April Board meeting.

We have been informed that our tax credits associated with the Employer Assisted Housing Program has been sold on the secondary market. We anticipate receiving a \$43K representing tax credits sold for FY 2006, through FY 2008. There were twenty-nine (29) closings during this time period. (\$87,000)

I have included in your packet a tracking report for the tuition reimbursement program for all employees. This report details all employee groups whether union or non-bargained-for who have received tuition reimbursement for undergrad or graduate classes. From the report you can see that the majority of reimbursements requested have been for graduate level classes.

Workforce Development

In compliance with recent changes in Illinois law, we scheduled an open enrollment for those employees who wish to enroll their eligible dependent children for medical insurance at full premium cost. Eligible dependent children up to age 26 or age 30 for military veterans now qualify for this extended coverage. By law, open enrollment will be held January 1 through March 31.

Under the American Reinvestment and Recovery Act of 2009, the nine-month 65% COBRA subsidy was scheduled to end on 12/31/09. On Dec 21, President Obama signed the FY 2010 Defense Appropriations Act which extended the 65% COBRA subsidy for an additional six months. The total COBRA subsidy period is now 15 months for all involuntary terminations through Feb 28, 2010. By the way, the 65% subsidy is paid to City Colleges by way of tax credits when filing our taxes.

The Employee Relations Division has taken the initiative to establish a procedure and to implement Education Verification checks for all new hires. Verifying education credentials will be done through our current vendor Employee Background Information (EBI) as part of the pre-employment process.

Compliance

All W-2s were printed by January 25 and over 8,000 were mailed on January 27.

The Yearly Notice of Outside Employment was emailed to all FT Administrators, Faculty, and Training Specialists as required by CCC policy. Employee responses are required by February 26.

The Office of HR also worked closely with the Inspector General's Office to ensure the Annual Statement of Residency Compliance form was issued to all full time employees as required by our Board Rules. Employee responses are required by Feb 12.