**Salary and Benefits Sub-Committee Meeting**

**Sept. 24, 2020**

Zoom Link <https://gvsu-edu.zoom.us/j/93538995659>

***2020/2021 Committee Members:***

*Brent Tavis (Group 1) – Not in attendance  
Ryan Neloms (Group 2) - Present  
Michelle DeWitt (Group 3) – Present   
Jacklyn Rander (Vice Chair, Group 4) – Not in attendance   
Cindy Bartman (Chair, Group 5) – Present   
Sarah Tibbe (Group 6) – Present   
Dave Smith (HR Benefits Liaison) – Present*

**Agenda**

1. **Review and Approval of Minutes**
   1. None to approve
2. **Election of Sub-Committee Secretary**
   1. Sarah Tibbe volunteered
3. **Presentations/Invited Guests**

* Luanne Brown (Payroll) - (see attachment)
  + Discussed Federal income tax deferral option based on Presidential Memo.
    - GVSU decided it was not beneficial since it was a deferral as opposed to a holiday. More of a hardship than help to employees and majority did not want to participate. See attachment for additional guidance or contact Payroll.
  + What happens if we opt-out and it’s forgiven? IRS would provide credit later on when filing.

1. **Updates**

* AP Committee Update
  + NA
* Committee members updates/comments
  + Michelle – Professional Development directed through Center for Scholarly Education, staff not-eligible. How do we pay for professional memberships?
    - General consensus is that this is a departmental responsibility – being highly selective and conservative this year.

1. **Unfinished Business**

* NA

1. **New Business**

* Dave Smith- Benefits Update and Transition Benefits Review
  + Benefits meeting on 9/25/2020. Dave can provide further updates/details at next meeting. Will discuss open enrollment overview.
  + Uptick in unemployment fraud across the state – HR is monitoring claims and alerting employees accordingly if it occurs.
  + Departures Update (“separates from service from the university”)
    - Voluntary Retirement Incentive
      * 227 met the criteria, 46% pickup rate
      * Opportunity for restructure and creativity
      * Transition benefits are laid out in policies for involuntary departures.
      * Inquiry about overall picture on AP movement throughout the university.
  + Minimal claims related to COVID, largest increase is through virtual mental health.

1. **Next Meeting**

October 15th, 2-4pm (virtual)