

Staff Resources Committee Minutes

09/12/16

The Staff Resources Committee for September was held Monday the 12th. In attendance were: Rabbi Chava Bahle, Donna Stein-Harris, Karl Love, Kay Sturgeon and guest President Linda Fletcher.

We discussed the status of our inquiry into the possibility of providing UUA insurance for members of our staff instead of our current insurance expense stipend. Kay reported that the annual enrollment period begins November 1st and extends through the end of the year. Insurance companies are not required to release the 2017 rates until November 1st. Therefore our initial analysis is based on 2016 rates and an assumption of a 10% increase.

After discussion we referred to the Finance committee to evaluate once next years rates become available. Meanwhile, Kay volunteered to review our assessment with the affected employees one on one.

Family Leave (or Paternity/Maternity Leave or PML) was examined. Our present manual drafted on the UUA model, shows up to 6 weeks unpaid leave. We looked at other models: including paid leave for 6 weeks (or 8 weeks with medical extensions). This is a model advocated by L.R.Ed.A. (Liberal Religious Educators Association). We decided to review further with UUA before expressing a particular advocacy. It was noted that approximately 12.5% of employers currently offer paid PML. Finance will evaluate for recommendation.

There was extended discussion of what would happen to the LE program in the DLE's absence for 6 weeks. Although it is a programmatic issue it is also a staff issue. We considered the possibility of making a shift regarding our Sunday youth programs, including Friday or Sunday nights. We referred this to LE committee for consideration.

Evaluations were reviewed. We are moving our employee reviews earlier in the calendar year this year. We looked at the job descriptions in the manual. Evaluations should follow the requirements as stated. We are adequate with the congregational and business administrators but the spiritual leader and in particular the Director of Lifespan Experience need to be reassessed and updated by years end. We will refer to the Committee on Ministry and the Lifespan Experience Committee to make a submission to the Policy Committee with the objective to be complete by the end of December.

For next meeting we will be further exploring personnel files: what they should and should not contain, who has access to them and the current status of our staff files. We will also review staff morale and schedule a joint meeting with the staff after our October meeting.

Respectfully submitted,

Karl D. Love, Co-Chair