

## **Davis SHIP Committee**

*Student Health & Wellness Center; Rm #3102*

*10/26/16; 5:00-7:00pm*

Convened by Todd Atwood & Jonathan Wong

Minutes taken by Romana Naqvi

**Present (Student Voting Members):** Catherine Michelle Terry, Danielle Hagood, Jonathan Wong, Matthew Masaru Mayeda, Matthew Henry, Megan Pham, Tyler Manning, Abhishek Ramini, Ajay Kolluru, Daisy He, Jingyi Dong and Ryan Sha

**Absent (Student Voting Members):** Fabiola Gutierrez, Ignacio Petrasic and Sofia Molodanof

**Present (Student Non-Voting Members):** Nathan Sy

**Present (Staff Voting Members):** Tracey Pereida

**Excused (Staff Voting Members):** John Campbell

**Present (Staff Non-Voting Members):** Cory Vu, Sandy Santiago, Todd Atwood and Romana Naqvi

**Absent (Staff Non-Voting Members):** Thomas J. Ferguson, Sarah Hahn, Deborah G. Agee and Chuck Auchterlonie

**Guests:** Julienne DeGeyter (Asst. Administrative Director, SHCS), Aury Gutierrez-Zavala (Case Manager, SHCS) and Eric Thai (ASUCD)

**Introductions:** Todd Atwood introduced himself and welcomed everyone. All members present then introduced themselves and let everyone know whom they represented and whether or not they were enrolled in UC SHIP.

**Quorum:** A quorum consists of at least three undergrads and three grads with a total of 8 voting members. It was determined that we had a quorum to conduct the necessary meeting.

### **UC SHIP Overview and Committee Goals:**

**Davis SHIP Committee Purpose:** T. Atwood informed that this committee with UC SHIP Executive Oversight Board (UC SHIP EOB) shall be committed to the maintenance and continual development of the University of California Student Health Insurance Plan (UC SHIP). The Davis SHIP Committee shall develop policy for consistent regulation of the insurance plan and facilitate among the Committee, student representative bodies, and the University administration.

**Responsibilities:** T. Atwood informed that the Davis SHIP Committee, subject to the approval of the Vice Chancellor of Student Affairs, is an advisory committee for changes in insurers, premiums, benefits and deductibles for UC SHIP.

T. Atwood informed the committee should serve as an appeals board to review disputed waiver decision. He informed two-committee members one graduate and one undergraduate shall be a representative to the EOB, and an alternate member who may vote at any EOB meeting when the designated representative is absent. Two committee members, one graduate and one undergraduate, shall be representative to the Health Fee Oversight Committee.

**What to expect this year?** T. Atwood informed that UC SHIP is performing well and has generated a surplus of \$19,625,013 as of 7/2016 (after reserved funding). No vendor changes for medical, dental, vision in 2017-18. We will present renewal information in January or February 2017. The UC Davis SHIP Committee will review current benefit plan and make recommendations for notifications if needed. The 2016-17 UC SHIP/UC Davis brochure was presented (*please see attached brochure for more details*). T. Atwood gave an overview of the UC Family Benefits, Pharmacy Benefits, Vision and Dental Benefits. He also informed of the SHCS pre pay approach; no copays/charges for UC SHIP Davis students receiving care at SHCS. The premium for 2016-17 was also presented (*please see attached slides*).

**Davis SHIP Committee Chair and Vice Chair:** We had a quorum; a motion was made and seconded that Jonathan Wong (Grad) will continue as the chair. Abhishek Ramini (Undergrad) was elected as the Vice-Chair. All voting members present were in favor.

**Representatives for the UC SHIP Oversight Board & Student Health Insurance Forum (SHIF):** We had a quorum; a motion was made and seconded that Jonathan Wong will continue as our grad representative, Daisy He was elected as the undergrad representative and Ryan Sha also an undergrad as an alternate member. All voting members present were in favor.

**Update on UC SHIP EOB:** J. Wong gave an update on the October 21st, 2016 EOB. He informed that there were questions in previous meeting(s) about who can cast a vote from each campus led to review of the Charter and Bylaws voting procedures. There were discussions around the modification of Charter and Bylaws:

- **Bylaws Article V:** How a member casts its vote shall be determined by the delegation from each member? It was determined that the policy for voting was somewhat vague and inconsistent. A proposal was made to amend the charter and Bylaws to have consistent voting policy and include a new article in the Bylaws specifying how the EOB conducts votes. A quorum will consist of a majority of the members which must include the Student Caucus Chair or their student designate shall constitute quorum for the transaction of business of the EOB each member shall have one vote (*Reference UC SHIP Bylaws*).

*P.S. Jonathan Wong was voted as the caucus chair.*

- **Bylaws Article VII:** The following amendment was made to this article; a majority vote of the total voting membership of the EOB is required to amend Bylaws. Any amendment to these Bylaws shall become effective immediately unless an effective date is specified by the EOB (*Reference UC SHIP Bylaws*).
- **Charter Article 19:** The following amendment was made to this article; A two-thirds vote of the total voting membership of UC SHIP, consisting of members, acting through student representatives, is required to amend this agreement provided that the proposed amendment was distributed to the voting members 30 days prior to the vote. Any amendment to these bylaws shall become effective immediately unless an effective date is specified by the EOB (*Reference UC SHIP Charter*).
- **Charter Article 5B:** The following changes were proposed: A majority of the Members, which must include the Student Caucus Chair or their student designate, shall constitute quorum for the transaction of business of the EOB. Each Member shall have one vote. How a Member casts its vote shall be determined by the delegation from each Member in accordance with the Bylaws. Except as otherwise provided in this Charter Agreement or any other duly executed agreement of the members, all actions of the EOB shall require the affirmative vote of a majority of votes cast; provided, that any action which is restricted in effect to one of UC SHIP's benefit groups (undergraduate, graduate), shall require the affirmative vote of a majority of those Members who represent campuses with students participating in that group and that the main motion was presented to the EOB no later than 15 days before the vote. If a main motion has not been presented to the EOB at least 15 days prior to a vote, the action shall require the affirmative vote of 3/4 of the Member Campuses with participating students (*Reference UC SHIP Charter*).

**Student Health Advisory Committee Survey:** J. Wong informed that the Charter specifies that each campus must have a Student Health Advisory Committee (SHAC) but does not offer guidelines for how to establish a successful SHAC. A survey was sent to Student Representatives and Student Health Directors. A summary of the results was also presented.

*Some of the issues that were identified are as follows:*

Inefficient Communication with Student Government, SHAC is not taken seriously, lack of accountability, unpredictable scheduling, chairs of SHACS are students with little experience, ratio of student membership to staff membership varies.

*The following recommendations were made:*

All SHAC meetings to be held in person, all campuses should have SHAC bylaws, accountability – SHS Director or designate to schedule and run meetings, Scheduling SHAC meetings in advance – two weeks in advance of an EOB meeting, staff and students to serve on SHAC, schedule regular communication with student government, representatives from student government to serve on SHAC, record keeping, continuity and minutes should be publicly available on SHS website.

**Representatives for Health Fee Oversight Committee (HFOC):** We had a quorum; a motion was made and seconded that Matthew Mayeda (Grad) and Ignacio Petrasic (Undergrad) be elected the representatives to the HFOC. All voting members present were in favor.

**Waiver Update** – T. Atwood informed that Davis had developed a streamlined waiver approach that was approved by all campuses and will remain unchanged. T. Atwood established a Waiver Appeal Subcommittee; Jonathan Wong, Danielle Hagood and Daisy He were appointed. The Waiver Appeal Subcommittee met after the Davis SHIP meeting was adjourned; 11 appeals were approved and 2 appeals were denied.

**HIPAA Agreements:** All members were given Confidentiality Statement to read and sign. The signed confidentiality statements will be kept in the Davis SHIP Committee folder. All members who were not present at this meeting are expected to complete the statement at the next committee meeting.

**Future Meetings:** R. Naqvi will send out a Doodle Poll to determine the next meeting.

The meeting was adjourned at 6:35pm