
Joint Health Care Committee - *Statement of Guiding Principles*

Statement of Purpose*

The Joint Health Care Committee (the "Committee") is an advisory committee of represented and non-represented UA employee groups. The Committee is tasked with reviewing the UA health benefits programs and to investigate, study and design possible solutions to rising health care costs and related health benefit issues. The Committee will perform its purposes by reviewing data and trend analyses provided by consultants, vendors, and other subject matter experts.

Committee Recommendations

The Committee will provide to the UA Chief Human Resources Officer ("CHRO") written recommendations for plan designs that curb rising health care costs and other mutual problems and any other changes intended to help keep the UA Choice Health Plan in-line with the marketplace. It will then be the role of the CHRO to consider whether the recommendations provided by the Committee should or should not be implemented. The decision of the CHRO whether or not to implement recommendations of the Committee shall be made in the best interests of the University, its employees or the health care plan. The decision of the CHRO to not accept any Committee recommendations for implementation is final and not subject to appeal.

Authority

The Committee is established under the terms of the Collective Bargaining Agreements between the University and various represented bargaining unit employees. The Committee exists to provide written recommendations and advice to the CHRO, who serves as an Ex-Officio member of the Committee.

Membership

- Committee membership shall be in accordance with the language specified in the applicable CBAs.

Each group authorized to participate in the Committee will be responsible for determining the group member(s) who will participate on the committee as the official representatives for their group. Committee representatives will be updated annually through the chair. Alternate representatives will be appointed by each represented group and will only participate in the absence of a regular committee member. Ex Officio members of the Committee shall include the CHRO and the UA HR Director of Benefits and Compensation.

Membership Responsibilities

Members of the committee will

- Focus on health care cost outcomes for entirety of university
- Collaborate with subject-matter experts to analyze data and make recommendations for improving programs and offerings
- Provide timely notification of membership changes
- Complete all committee trainings
- Provide questions in regards to agenda items in advance of scheduled meeting
- Annual election of officers

Ex-officio Responsibilities:

- Set annual committee calendar and meeting agendas in collaboration with the committee chairperson
- Facilitate delivery of data and presentations by subject-matter experts
- Ensure training for committee members on an annual basis
- Present committee recommendations on healthcare changes to UA leadership
- Collaborate with university representatives to help develop actions and timelines for implementation of annual healthcare offerings
- Provide committee members meeting materials five (5) business days in advance of each scheduled meeting
- Maintain HR/JHCC website

Meetings

Meetings will be held monthly, unless agreed by the committee, and will be scheduled at the beginning of each fiscal year when membership for that year has been finalized. Regular meetings will be scheduled for a one (1) hour duration. An annual meeting hosted by the health care plan provider, or their designee, may be extended to up to three (3) hours in duration.

The chair shall preside over meetings. A quorum, as established by terms of the applicable CBA, is required to hold a meeting. In absence of a quorum the committee could choose to hold a work session, with no action to be taken, at the call of the chair. Meetings will abide by Robert’s Rules of Order.

Approval and Amendments

The chair will review annually and recommend proposed changes to the committee and CHRO for approval.

_____ Date
Memry Dahl, CHRO (ex-officio)

_____ Date
Jill Dumensil, JHCC Chair