

**Council of the University of California Retiree Associations (CUCRA)  
Meeting Minutes, October 29, 2020, Zoom meeting  
OFFICERS, CENTER DIRECTORS, ASSOCIATION REPRESENTATIVES AND OTHERS IN  
ATTENDANCE:**

Sue Abeles (UCLA), Shem Ablakatof-Clow (UCSD), Marjorie Ahl (UCD), Karen Akerson (UCM), Sue Barnes (UCLA), Craig Behrens (UCI), Mae Brown (UCSD), Nancy Brown (LBNL), Bob Cahn (LBNL), Mike Chandler (UCD), Juliane Crowley (UCD), John Dahl, Treasurer (UCLA), Bob Daly, Information Officer (UCR), Christy Dawley (UCSC), Ayesha Dixon (UCLA), Jim Dolgonas (UCOP), Lee Duffus, Past Chair ((UCSC), Paolina Fisher (UCSC), Elaine Fox (UCLA), Jeri Frederick (UCI), Marian Gade (UCB), Jeff Garberson (LLNL), Jon Good (UCOP), Louis Gutierrez (UCSF), Jill Halvaks (UCI), Gail Harden, Secretary (UCSF), Adrian Harris (UCLA), Jack Harris (UCD), Diana Hogue (UCSC), Mary Johnson (UCR), Phikoun Khamchanh (UCM), Joe Lewis, Vice Chair (UCOP), Ilse Lopez (UCSC), Robert Mann (UCSB), John Meyer (UCD), Emil Nguyen (UCI), Sandra Norberg (UCSF), Cristina Otegui (UCR), Patti Owen (UCB), Kristin Palma (UCSC), Bill Parro (UCSC), Henry Powell (UCSD), Pat Price (UCI), Karen Rasmussen (UCSB), Barbara Rhomberg (Guest), Ann Skinner (UCSD), Bernadette Strobel (UCI), Antonia Sweet (UCB), Cary Sweeney (UCB), Louise Taylor (UCB), Frank Trueba (UCSC), Ginny Turner (UCSB), Kyle Urban (UCD), Eric Vermillion (UCSF).

1. Call to Order

Vice Chair Joe Lewis called the meeting to order at 2:00 p.m.

2. Chair's Comments - Marianne Schnaubelt

Joe read the Chair's report. Medical issues have kept Marianne away today. Marianne highlighted CUCRA's accomplishments during the past four years. The first issue we addressed was the Regent's agenda item to do away with the 70% floor on our health care contributions. CUCRA tackled health insurance and fought to preserve good benefits. We undertook the first major survey of retirees and are in the midst of the second survey. The travel program has been revitalized. The Bylaws have been updated and our tax issue is being resolved. We met regularly with the RASC to discuss issues and strengthened our relationship with UCOP. Marianne thanked all the people who helped with these accomplishments.

3. Secretary's Report - Gail Harden

- The minutes from the April meeting were unanimously approved as corrected.
- The minutes from the June Tax Compliance meeting were unanimously approved as written.

4. Information Officer/Web Master Report - Bob Daly

- Bob thanked everyone for keeping their Association information up to date.
- The web site has had several small updates.
- Eric Vermillion, new UCSF alternate representative, introduced himself.

5. Vice Chair's Report

- Joe thanked the people who helped with recruitment for Officers. Twenty of twenty-one entities voted in the election. All the new Officers accepted their new positions:

John Meyer - Chair  
Sue Abeles - Vice Chair  
Patti Owen - Secretary

- Survivor Collaborative Team- follow-up to yesterday's discussion at the Joint Association meeting. Materials are needed to prepare people before a survivor event occurs. There is now a procedure

to walk people through the process using a robotic tool. Lee Duffus suggested we all go to our UCRAYS account and verify that our survivor information is correct. It is also a good idea to verify all your information on the system, including beneficiaries. The Survivor Collaborative Team continues to meet. Participants from CUCRA for this team as well as for the regular RASC meeting are up for discussion. It was suggested that CUCRA and CUCEA leadership be active in raising concerns about the survivor issue. There is a meeting on November 2 of the Survivor Collaborative Team and others are welcome to join. Anyone interested should let Joe know. It was requested that CUCRA get an update after the meeting and not wait until next April.

#### 6. Travel Program - Sue Barnes

- The travel program is on hiatus. All upcoming trips have been cancelled except the trip to Spain and Portugal which has been postponed for one year. No additional trips are planned for 2021.
- A travel program is being piloted with UCLARA for the end of 2021. This would be a trip escorted by someone at UCLARA. The trip would be to the Canadian Rockies and CUCRA would get the commissions.
- Sue was appreciated for her hard work.

#### 7. Appreciation - Lee Duffus

The three retiring Executive Committee members: Marianne, Joe, and Gail were acknowledged for their contributions to the Council. Lee was also appreciated for his 13 years of service. Lee, Joe, Marianne and Gail will continue to stay connected to CUCRA. The new officers were also congratulated.

#### 8. CUCRA Survey - Jon Good

*Powerpoint presentation is available on the CUCRA web page.*

- Jon introduced himself and shared a Powerpoint presentation. The survey team was appreciated and thanked for their work and specifically for the creative messaging they did. We are calling this survey, Survey II. Phase 2, the survey itself, wrapped up on Friday. Jon reviewed the numbers: the base survey had 25 questions and there were local survey add-ons of one to four questions from six centers. The survey was open for 23 days. Baseline audience size was ~22 thousand for whom we had e-mail addresses. Close to 5 thousand completed surveys were submitted. This was ~500 more responses than we received for Survey I. The distribution of submissions by campus was presented with a comparison to 2016 results. A preliminary look at the data showed it to be very informative. The data will be distributed to the associations in the next one to three weeks.
- The next step is Phase 3, preparing the report after validating and tabulating the data and analyzing the qualitative data. The report will build on what was done for the Survey I report.
- Phase 4, starting in February 2021, is to publish and distribute the report, and prepare associated communications tools. The team has requested financial data (due December 15th) from the Associations, and for digital images (due February 28, 2021) to be included in the report. A document has been prepared with the specifics of the requests and instructions on how to submit the images.
- In response to a question by Sue Barnes, Jon said that the Emeriti will be excluded from the analysis that goes into the report, following the form of Survey I. A clearer definition of Emeriti will be examined for the next survey.

#### 9. Joint Benefits Committee Report - John Meyer.

- The motion to accept the JBC report as written was unanimously approved.
- CUCRA representation on the JBC was discussed. The term of one of our reps, Randy Scott, is expiring. A motion was made and approved unanimously that Joe Lewis be appointed to the JBC

and Adrian Harris be reappointed as CUCRA representatives. Randy will be notified of this change.

#### 10. Health Benefits Advisory Committee - John Meyer

John Meyer brought up an underlying new issue, which is a governance problem with how health benefits are managed. Currently there is a split, with HR managing the Kaiser plan, and UC Health, which is outside of the HR infrastructure, managing the self-insured plans. Both independently report to the Executive Steering committee. John believes that there should be one entity to oversee all health benefits. John has written a letter to UC leadership raising this issue. It was suggested that the JBC take up this issue. There was also concern about a new committee, HRTAC, under Nathan Brostrom, CFO. CUCRA would like to get a copy of the charge of this committee. In addition, there are several executive level positions filled by interim people as well as executive vacancies. It was reiterated that it is important for CUCRA to know as much as possible about what is going on and that the JBC be involved in the discussions.

#### 11. Ad Hoc Committee to Review Open Enrollment Book - Joe Lewis

OP/HR Communications is open to forming and participating with a committee to work on the yearly booklet before it is published. Anyone from CUCRA who is interested in working on the committee should contact one of the incoming officers.

#### 12. Bylaws and Standing Rules - Jim Dolgonas

- Committee members are John Dahl, Bob Daly, Patti Owen and Jim Dolgonas.
- There are two corrections to the Bylaws: 1), In the role of the Secretary section, replace CUCRA/ CUCRA with CUCRA/CUCEA In Article IV, paragraph J, and 2), In the preamble, the “The” in Article II Section A in front of UC Hastings needs to be removed. Two new sections are 1) the travel program and 2) dedication and dissolution of assets. Motion was approved unanimously to approve Bylaws with the two noted corrections.
- Updates to the Standing Rules included dealing with meetings that are not held in person, including how elections are held. Notice requirements for meetings were added: 60 days for regular meetings and 30 days for special meetings. Additionally, language was added saying that the host needs to support voice and/or video communications. Motion to approve the Standing Rules as submitted was approved unanimously.
- The committee members were thanked for their hard work.

#### 13. Financial Matters - John Dahl

- Tax Status: Bylaws and Standing Rules were updated to enable us to file Form 1024A with the IRS and the Franchise Tax Board. They will be included as attachments with our tax form. In particular the dissolution clause was very important. Barbara Rhomberg, our Attorney, has reviewed the forms and made some suggested updates to John. All forms should be filed by the end of the year. This will enable CUCRA to become tax compliant. John thanked Marianne, Joe, Barbara, and the Bylaws/Standing Rules update committee.
- Financial Reports: John presented the Council's financial statements.
  - John reviewed our cash balance. Accounts Receivable is up to date.
  - Additional expenditures through the end of the year will be approximately \$4500.
  - Expenses have been much less due to no travel costs or other expenditures associated with meetings. Expenses for this year will include \$5,000 for our attorney, Barbara Rhomberg, for her help in CUCRA becoming tax compliant. Other expenses will be \$600 to file the tax application, \$400 for Constant Contact software, up to \$2,500 for the CUCRA survey, and \$50 for a gift certificate for Marianne.
  - Variance report is not relevant because of COVID. Most budgeted costs and income were not realized.

- John reviewed the fee structure for 2021. It was pointed out that UC Merced does not have an Association at this time, so it cannot be assessed fees. Merced was removed from the list. The fee structure will be approved as part of approval for the budget.
- During the budget presentation, it was clarified that UCSF will not be holding the Fall 2021 Conference in person, and AROHE will not be holding their conference in person. This reduced travel and meeting costs substantially for 2021, leaving other costs to be \$200 for scanning past financial statements, \$1,500 for attorney fees, \$459 for Constant Contact, \$2,000 for the CUCRA survey, and \$3,000 for host campus support, which could include a subsidy to UCSF to cover a non-refundable conference deposit.
- 2021 budget is dynamic, it was updated during the meeting, (see above). Motion to approve the budget as John has just amended it was approved unanimously.
- Accounting Audit:
  - CUCRA is overdue for an audit. John is looking for someone to do a simple validation of 2019 and 2020 financial, bank, and investment statements and balances. If anyone knows someone who could do this, preferably on a volunteer basis, please send the person's contact information to John.

#### 14. Upcoming meetings:

Both of the next CUCRA/CUCEA meetings hosted by UCLA and UCSF respectively, will be on Zoom. There is some discussion about having break out rooms at the meetings. AROHE is offering a Zoom break-out room practice session in November. Our Information officer will distribute sign up information.

#### 15. Finale:

A rousing round of applause and thank you was given to Marianne for all her work, energy, time and effort that she has put into this organization. Also best wishes for a speedy recovery.

Meeting was adjourned by Joe Lewis at 4:20 pm.

Minutes written by Gail Harden  
 CUCRA Secretary, January 18, 2021  
 Approved at the April 29, 2021 CUCRA meeting