**Spotlight**

**Board of Trustees Approves New Policy 106**

The Board of Trustees approved a revised University Policy against Discrimination and Harassment, Policy 106. Last spring, President Richard Feldman charged the Policy 106 Committee—a group of faculty, staff, and students—to consider changes to the previous version. The committee proposed revisions and made recommendations regarding investigative procedures and decision-making, language about confidentiality, sharing outcomes with the community more broadly, and addressing inappropriate behavior that doesn’t violate the policy. The committee also solicited and reviewed feedback from the University community. The University continues to review the policy to remain current with changes in the law. Read the [new policy](#).

The University will continue building on feedback from the Policy 106 Committee and addressing workplace values and equal opportunity.

**News**

**Farmer’s Market Summer Dates**

The University Farmer’s Market will have select dates this summer. The market will be held on Wednesday, July 24, August 7, and August 21, all in Flaum Atrium from 2:30 – 5:30 p.m.

**Manager’s Tip**

**Paying At Least the Minimum of the Pay Range**

Employees are to be hired no less than the minimum of their assigned pay range. Recently hired, transferred or promoted employees who were hired under the previous pay grade ranges may fall below the minimum of the new ranges. If that’s the case, the employee’s wage must be brought up to the new minimum of their grade, regardless of probation/introductory status.

Please be aware that multi-year increases to the New York State Minimum Wage are scheduled to occur by 70 cents per hour through the year 2020. The next scheduled increase is to $11.80 per hour effective December 31, 2019. University wage schedules were distributed in May during the Wage & Salary Program Announcement for those that will go into effect both in July and in December to account for the NYS Minimum Wage increase to $11.80/hr. We ask that you be sensitive to these schedule changes in your hiring and compensation decisions. Please note that come December, any employee that is not paid at least the new minimum wage of $11.80 (or the minimum of their assigned pay range) will be increased automatically to ensure regulatory compliance. If you have additional questions please contact your [HR Business Partner](#).

**Learning & Development**

**URMC Safe Patient Handling Committee**

The URMC Safe Patient Handling Committee was formed in late 2016 to reduce patient handling injuries among staff and address the NYS legislative requirements. Heath care professionals lead many occupations in statistics for musculoskeletal disorders as a result of moving and handling patients. On average, bedside clinical staff move and handle over 1.8 tons of weight per shift. In 2016, there was an approximate cost of $404,817 related to annual patient handling injury costs. There were a large number of reported injuries related to patient movement and
handling with many that resulted in lost and restricted time. This lost time contributes to staffing on the units, morale and safety of patients. Staff injuries related to patient handling and movement can be severe, career ending and costly to the organization as it related to worker's compensation costs.

Our goal as a committee was to reduce patient movement and handling injuries by 10%. The committee exceeding this goal in 2018 by reducing lost and restricted time case frequency rate by 34.2%. There was also a reduction in OSHA recordable rates of 45.2% and a 31.7% reduction in the patient handling injury rate. The committee also participates in the New York State Partnership for Patients, which allows our organization to benchmark with other organizations in NYS. Currently, URMC falls below the NYS benchmark of musculoskeletal injury rates from patient handling activities.

### Diversity and Inclusion

#### Staff Diversity Update

The Staff Diversity, Equity, and Inclusion (SDEI) team have received very positive feedback from across the University (including affiliates) on their recent efforts to ensure welcome, equitable, and inclusive workplaces. Work is nearing completion on the in-depth revision, and updating of both the Safe Space and Transgender Awareness programs with plans to launch the new sessions by fall. The partnerships between SDEI and various University Resource Groups (URG) continue to grow and strengthen with plans for a Summit for these important University Employee Resource Groups in early December.

### Total Rewards

#### Flexible Spending Accounts: Mid-Year Reminders

If you contribute to an FSA you can easily manage your account online with PayFlex (Aetna members) or Lifetime Benefit Solutions (Excellus members). Using your online account, you can submit claims for reimbursement (eliminate the paper!) and set up direct deposit so that reimbursements go straight to your bank account (eliminate the worry).

Remember, Health Care FSAs and Limited Purpose FSAs allow you to roll over a maximum of $500 to the next year, and all other funds remaining in your account at the end of the year will be forfeited. Dependent Care FSAs do not allow any money to roll over in your account for use the next year, and all unused funds are forfeited.

### Upcoming Events

(Click links to register)

**Plant-Based Diet: Should You Try It?**  
Wed., August 7, 12:00 - 12:45 p.m.  
College Town

Vegetarian, vegan, whole-food, plant-based—do you know the difference? Join registered dietitians from Well-U's lifestyle management team to explore the challenges and advantages of whole-food and plant-based diets, and enjoy a demonstration of a simple and delicious plant-based recipe.

**Physical Activity & Mood**  
Tues., August 20, 12:00 - 1:00 p.m.  
Medical Center

Well-U partners with Life-Work Connections/EAP to discuss the ways in which physical activity can impact your mood.

**Foam Rolling Class:**  
Thurs., August 22, 12:00 - 1:00 p.m.  
Brooks Landing

Well-U offers an overview of the benefits of foam rolling and ways to incorporate it into daily life in order to improve posture and flexibility.

### Health Tip:  
**Healthy Eating: Not Just a Summer Fling**

When entering another fun summer season of cookouts, festivals and vacations, break the cycle of restriction and indulgence and adopt a kinder routine. Consider these lifestyle tips for long-term health and happiness—even beyond Labor Day:

- **Eat with intention:** Are you going on vacation to enjoy new foods? Is this BBQ about family, tasty grilling, or both? What is your main source of enjoyment at these events? Whatever you decide, give yourself permission to find the joy in what you seek, and the discipline to honor your health goals.

- **Find the fiber:** Whether you are looking forward to that backyard hot dog or are excited to try some new pastries abroad, there's always room to add fiber to your plate. Try adding plants like cut veggies, fresh fruit or nuts to every meal. Besides the heart-healthy benefits, switching your mindset to addition rather than subtraction can help reshape overall thoughts about food, body and health.

- **Focus on whole-day eating:** Many times, we can get so fixated on just one meal in our day that we forget we have many other eating opportunities to add fiber. Instead of restricting calories in anticipation of a calorie-bomb at dinner, focus on adding an abundance of fiber
to the other meals in the day—this way you can really enjoy the meal you are looking forward to without worry or guilt.

- **Stay hydrated:** Staying hydrated is crucial for overall health and can help with making healthier choices at meal times. Sometimes we eat when we are thirsty. Drinking enough water can help to prevent this, as well as provide adequate hydration without the empty calories.

This tip is brought to you by the lifestyle management team, offering programs to eligible individuals looking to improve nutrition, manage high cholesterol or blood pressure, lose weight, reduce stress, become more physically active, or stop smoking. Lifestyle management programs are available as part of Well-U.

Contacting HR Intercom:

HR Intercom is distributed through @ Rochester and URMC This Week on a ten-month basis: January through July and September through November. If you have comments or questions about HR Intercom, please contact: Samantha.burkett@rochester.edu