

APSS Meeting
March 10, 2016
1104 KC
12:00 p.m.

Minutes

- I. Call meeting to order 12:01 p.m.
- II. Roll Call – Jackie Abeyta, Cheryl Anderson, Becky Bakale, Erica Baker-Bringedahl, Cheryl Bronner, Lindsey Burns, Autumn DeRoo, Michelle Duram, Barb Ellis, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Tami John, Rhonda LeMieux, Patti McCarthy, Patrick Perry, Janet Potgeter, Hollie Rago, Deb Rotman, Mark Saint Amour, Joyce Sullivan, Sally Vissers
- III. Approval of January meeting minutes – motion to accept minutes – motion 2nded and approved
- IV. Presidents Report
 - a. PSS Approved – HRO is the only department able to affix this label in the Sprout system – they have asked IT if possible to add this – they do NOT want members to contact Bonnie if it is approved. However, at this time the only option is to contact Bonnie Maka in HRO. Becky will be adding the information to the newsletter. There will be a survey to discuss technical programming in the future offered through IT. Dev did pull together information which has classes that would typically be approved.
- V. Treasurers Report – written report given – Becky has verified balances as of March 7th. Dues payroll reduction is targeted occur on the next pay period. Motion made to accept report as written – motion seconded and approved.
- VI. Membership Report – written report received. Last year we had 350 members, this year we are at 332 we also currently have a number of open positions within our classification. We also have twice as many people on probation as this time last year. Janet will create the April packets and get those to the building reps. Motion to accept the report – motion seconded – motion carried.
- VII. Communications Report – no report
- VIII. Member Relations Report – there are a few items that have been in process – some items have been resolved, follow up with the member is in the process regarding a PIP. The union is requesting notification of PIP's so we can support or members. Make sure if you are called to represent a member to clarify what is being stated. It can be communication styles. PIP's are not always used to terminate an employee – sometimes it works as a communication tool for the supervisor and employee. We

attended a grievance training with GRCC, the facilitator was a labor relations professor at MSU. She had a lot of information that related to our situations. GRCC is also the APSS with the same attorney as our group. A takeaway from the meeting is to encourage members to deal with each other in the union prior to escalating with HRO/supervisors.

IX. Building Representative Reports

- a. Cheryl B – member concerned with block out time for vacations, the staff member was allowed to take a vacation d/t special circumstance, this year the staff member was not allowed to attend. Is there any support the union could do for this employee? If the supervisor did not return the form within the 10 day window – the union would have section 12.2.2 C to argue on the employees behalf.

X. Old Business

XI. New Business

- a. Benefits discussion regarding triggers for getting the group close to the 80/20 as mandated by the state. The group has requested we promote the increase in deductible first.
- b. Election – nomination forms will go out Monday – Membership Director, Grievance Chair, VP and Secretary are all open positions – Janet is not planning to run again as Membership Director.
- c. Student Appreciation – we have 500.00 set aside for the Student Appreciation Day – we have done an ice cream social the last couple years. Getting volunteers has been a challenge. Cost for ice cream bars, etc. is .80/per item and we would receive the cart for free. Suggestion to purchase own ice cream and then see how much we can get a cart for? Student Employment has the information on the website currently.
- d. Bylaws – review the changes
 - i. This has been a process now that we have been independent for 2 years- there are some areas we feel need corrections. After the executive officers have reviewed the document – we forwarded it to our attorney, who has also suggested additional changes due to verbiage and to tighten up the information.
 - ii. Went through the bylaws by change. Discussed the ballot and how the PSS Board would like to proceed. Michelle will send the ballot once the attorney corrections have been made to the ballot. Information will be distributed to the members prior to the meeting.