

APSS Meeting
September 8, 2016
KC 1104
12:00 p.m.

Agenda

- I. Call meeting to order – 12:00 p.m.
- II. Roll Call – Jackie Abeyta, Cheryl Anderson, Becky Bakale, Erica Baker-Bringedahl, Cheryl Bronner, Lindsey Burns, Autumn DeRoo, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Sandra Jennings, Tami John, Patti McCarthy, Patrick Perry, Janet Potgeter, Hollie Rago, Mark Saint Amour, Joyce Sullivan, Carol Talsma, Vicki Wenger
- III. Approval of August meeting minutes- motion to accept the minutes as presented – motion seconded and carried.
- IV. Presidents Report –
 - a. Wall calendars from last year – they have been ordered for this year - we have only the 2017 calendar for this year. Pay dates in green and holidays in blue. Bldg. reps would like to deliver to the members as a chance to talk face to face. Becky should be picking them up Monday.
 - b. New Wage scale calculations are completed, Bargaining committee just needs to review the numbers. That appendix will not include the development pay, if you have earned your development pay that will be in addition to the step that you are in. Cheryl said Coreen has confirmed them today and the group will receive those before the raise on October 1.
 - c. Coreen is working on creating her bargaining team – there are 2 open seats available at this time. Back in June we have had some interest – 1 seat will be a voting member the other person will be a trainee. The current President will not be involved. There has been interest in attending the IBB training offered by HRO, we are looking at a succession plan for Coreen and Cheryl Member Relations. The IBB training is Dec. 15 and 16th.
- V. Treasurers Report – written report given not a lot of activity – we have purchased the software for Bargaining. Balances were verified on 9/7 and are correct. Motion to accept the report as written – motion seconded – motion carried.
- VI. Membership Report – written report given. Joyce has a new brochure/flyer for new staff. Give feedback to Joyce on the flyer. This may also be a good item for RTW staff. This is to be used as an introduction piece. The enrollment forms will come

towards the end of probation. Take contracts and papers toward the end. New Housing staff was a temp in that office – they are being given credit for his temp service. A question also regarding the date of a RTW date.

- a. The luncheon – Joyce will get the invitations sent out, she has not ordered the meal yet – if you would like to give suggestions or assist. Sandra has been getting gifts periodically. We do not have a heavy agenda sine we are not voting on anything. May have a bargaining update/survey or other topics.
 - b. Motion to accept the report – seconded, motion carried.
- VII. Communications Report – was going to review Dropbox (postponed to next month), Erica will resend the invitations to Dropbox. Reviewed the website for APSS – apss.org.
- a. Received a letter regarding topics – highlights of union activities – upcoming insurance changes, salary step changes, union updates. Most of these items are covered in various newsletters. That is why it is so important for our Building Reps to be in contact with their people. Becky is curious as to how many hits we are receiving on our website, we could also add the “recap” and go to the website. We could also add a calendar to the website as important dates. We are glad they are coming to the union for information, even though we handle the contract piece.
- VIII. Member Relations Report – union issues – have been very active. Mostly relationship/hostile environments or supervisors changing schedules. There has only been one that Cheryl was disappointed in the outcome. Was able to avoid a grievance by working with the member and the supervisor. It is another idea of how we work through things, grievances can be very nerve wracking and difficult for our members so we can look at other alternatives to make things work for our members. There is no current grievance just outstanding office issues.
- a. Title IX – is this a requirement, is it mandatory or highly encouraged for all staff to take this training. Cheryl will check with HRO about it be counted as SDP.
 - b. Theresa Rowland had a discussion regarding Title IX – every incoming freshman will be required to complete this training.
- IX. Building Representative Reports –
- a. Jackie – have a new transition for a staff member coming to campus. TC has now hired a student service coordinator as a 1 year contract. If it is a new thing make sure it is on your ePDP.
 - b. In our member recap could we link to the website for our members to have immediate access?
 - c. Lindsey – I have seen a number of positions coming through at 32 hours instead of 40 hours – the schedule is usually done between the department and staff. It could be another way to save funds. There are some of those items we have had to deal with recently. There are some positions that are being changed with notice – they have that managerial right.

- d. Patrick – how did our PSS member get notified that a harassment suit was filed – they were notified of the situation as a work related / environment issue? Dev is one of the interviewers for Inclusion investigations. We knew of the issue not the harassment through Inclusion. Remember this information is confidential as their building rep – but you are also able to guide to the appropriate people.
- e. Patrick – PSS Development Committee – Bonnie Peterson and Denise Gross are the co-chairs. Rhonda LeMieux is in charge of those meetings for the DOS Division.
- f. Cheryl – Salary continuation usage report 12/1/15 – 5/31/16 – if you have any members that you know of with a death in the family, surgery etc. – let Cheryl know then she can have them removed from the listing.

X. Old Business

XI. New Business

Meeting adjourned at 1:10 p.m.