

**APSS Meeting
January 11, 2018
KC 1104
12:00 p.m.
Minutes**

- I. Call meeting to order – 12:05 p.m.
- II. Roll Call – Cheryl Anderson, Becky Bakale, Erica Baker-Bringedahl, Lindsay Bogi, Autumn DeRoo, Cheryl Fischer, Bill Grimaldi, Vicki Helgeson, Michelle Holstege, Sandra Jennings, Tami John, Rhonda LeMieux, Patti McCarthy, Patrick Perry, Janet Potgeter, Hollie Rago, Deb Rotman, Joyce Sullivan, Vicki Wenger
- III. Approval of December meeting minutes – no questions – motion to accept the minutes as written – motion 2nd and carried.
- IV. Presidents Report – Pam Downing former PSS member passed away.
- V. Treasurers Report – written report given, close for the budget was January 9 – so cannot print the information until 1/10/18. Balances were verified on 1/9/18. No questions on written report. Motion to accept the report as written, motion 2nd motion is carried.
- VI. Membership Report – written report given. There are a couple of changes for reclassifications, in the library they may be official in January. There is also a LIB person that is missing from the probation list. Both per Vicki H. No additional changes to the report. Motion to accept the report – motion 2nd and carried.
- VII. Communications Report –
 - a. Erica went to an Emergency Workshop and they provided the addresses to the buildings. There is a link on gvsu.edu/emergency preparedness website. Use the landline if you are by the person, they can ping a cell phone, so you can use common names of building.
 - b. Lindsey DesArmo – February is American Heart Association month – they would like something in the newsletter for the month and maybe pay a dollar to get a heart and post it out in their offices. Also during the month there will be a go red day. Let Erica know if we are interested. Handout given, the campaign is the entire month of February.
- VIII. Member Relations Report –
 - a. Has been a quiet time currently. Still working on environmental issues, with a possible grievance that Vicki will be handling, I hope things are on the upswing and it will be a quiet time.

- b. LIB always has items occurring, every one of the libraries has a C4 for that department except for Steelcase library. A couple of the staff members are concerned. There are also some supervisor moves that could occur in the library as well, which will impact some PSS members. VH
- c. Deb R – there is a workload concern in an office. Cheryl – we will keep an eye on the potential for a situation.
- d. Janet P – new hire orientation Feb. 2 and will have a table to welcome the PSS new staff. 10:15 – 11:30 a.m. Also one of my members is concerned with a trend of canceling their contracts with outside service providers but limiting their services. Limited to 2 year renewals and that the union should be on to make sure the employees come to get into the union roles. Discussion followed regarding fiscal responsibility for contracts.

IX. Building Representative Reports –

- a. Patty M – had someone call regarding the 40 hours per week, they have to be in the same week correct – yes it is per week not per paycheck. You can flex the schedule in the same week.
- b. If you have the High Deductible you will have 4000 co-pay plus a 500 for rx medication over and above the deductible.
- c. Becky has not heard back from the regional areas for someone to take on the regional groups, if we don't have a rep – we may be ok for now. Becky will be contacting the new staff member in TC.

X. New Business – the salary continuation usage report has come out – Becky and Cheryl have reviewed it and have advised the folks with chronic issues, they have started highlighting extended medical leave, anything over 48 hours in a 6 month period. They now put the salary continuation on our checks – does that correlate between 6 months or a calendar year. They use this to make sure if someone has a chronic illness they contact them about FMLA, they also want to check in with the supervisor to make sure they are on track. I have one who was never asked about her FMLA due to a chronic illness which is now in place due to this process. There is good and bad to the process.

- a. Autumn DeRoo – with the change to the 40 hours in a work week that has significantly reduced my SC time so I flex my hours and it has decreased that time.
- b. If you do get questions please turn them over to Becky or Cheryl and they can assist with questions.

Meeting Adjourned 12:58 p.m.