

**APSS Meeting
January 14, 2021
Zoom Mtg
12:00 p.m.**

Agenda

- I. Call meeting to order 12:04 p.m.
- II. Roll Call – Becky Bakale, Michelle Holstege, Hollie Rago, Megan Eding, Lindsey Burns, Barb Ellis, Tami John, Katie Haynes, Autumn DeRoo, Patrick Murdock, Lindsay Bogi, Joyce Sullivan, Irena Grougan, Vicki Wenger, Rhonda LeMieux, Barb Blankmeier, Partrick Perry, Cheryl Bronner, Matthew Collver
- III. Approval of December meeting minutes – motion to accept the December minutes as presented, seconded and carried.
- IV. Presidents Report
 - a. Working with HRO regarding development credits and who will require them in October. Last conversation with Natalie – regarding potential for leniency due to current circumstance, and what will qualify for credit.
 - b. New weather policy was just released by GVSU. There is some concern regarding remote days and no longer having snow days. If a member asks you about this policy encourage them to have a conversation with their supervisor in advance of bad weather. HRO said we need to let it occur, before we can address potential issues.
 - i. A question was raised by a member – she doesn't have internet access or the set up to work from, will the University then set her up with the ability to work remotely. The type of work she does it is not possible to work on a laptop. Anyone that doesn't have resources is forced to take a vacation day. Other members have also voiced similar concerns in other areas/buildings. We do currently have an 8-hour inclement weather policy per calendar year, which can be used incrementally. We did discuss that as well – will that be enough in light of this change. We are glad that the members are voicing their concerns. Other groups are also voicing concerns as well. We will continue our conversation with HRO and if we it occurs there will be issues and we will need to address as they arise. You can forward the concerns to Rhonda as well. Question – will this be reciprocated if a staff member needs to work at home to care for a sick child, snow day etc. instead of salary continuation. PLEASE share concerns with Rhonda and Becky so that they can address them with HRO.
 - c. HSA – when HRO sent out the timeline email it was laid out very well. The 22nd of January is the last day to do any transactions under United Bank. Again, this is

a university benefit, the union cannot change any part of this benefit, if there are questions have people reach out to HRO.

V. Vice President Report

- a. Update on swag bags – there were a lot of issues with getting the supplies. The first batch of notebooks came in and those had 50% bad items as well. Autumn did come out and get some for GR campus – there is a message on the front of the bag as a thank you. She would like all of them to go to the membership at the same time. We need to put someone's name on the care package. They are not going to the RTW staff as this is a replacement for the luncheon. Probationary employees would be included on the lunch – so should they be included as well? They do not want the notebooks that are bad returned. What can we do with the 300 extra after the good ones are distributed. Becky will hold them in her office. Please connect with the members to let them know that this is coming or that we have them. TC will work to get them distributed to the satellite locations. Megan would also like to put a note in the newsletter to let members know.

VI. Treasurers Report

- a. Written report received.
- b. Verified balances on 1/14/21 by Becky Bakale
- c. Motion to accept the report as presented. Motion seconded and carried
- d. We just sent out 22 gift cards for retirees, and there are more to come!

VII. Membership Report

- a. Written report received.
- b. Many staff have retired due to VRIP – have not heard of many being replaced yet.
- c. Motion to accept the report as written, motion made, seconded and approved.

VIII. Communications Report

- a. Class options available for PSS development have been pretty slim. Per Natalie, the committee is not needed this year. Lindsay Burns and Susan Sigler will be co-chairing the committee next year. There has only been one development committee meeting this year. Megan has been pulling information directly from Sprout. The Randy Dean trainings mentioned by HRO have not been located for use. Question – are they accepting zoom webinars as credit? If a PSS member feels that they should receive credit for a training – please submit it to the HRO development site. Do all members know that they can submit if they do not see a training? Can we share that information in a newsletter? Autumn can make up a document to demonstrate how to submit a class for consideration.

IX. Member Relations Report

- a. No additional information outside of the President's report.

X. Building Representative Reports

- a. There has been discussion in CLAS of no longer having any C2 classification in their college. Many have gone from 3 PSS members, to 1 in an office. Please have

them reach out directly to Rhonda, as this is continual conversations that they have with HRO. That way they have the information and can communicate that with HRO. Currently we are not hearing of any positions being eliminated, but Rhonda needs to know as that is the only way she can get involved.

- b. Has anyone been invited from the union to CLAS meetings? No union leadership has been invited. We are aware that they will have these meetings, but we have not been invited, the understanding is that it is a work in progress.
- c. A concern regarding the fact that staff could potentially handle this because we are mostly remote, staff, students and faculty are not here in high volume. When that returns to normal it will become unmanageable.
- d. ePDP – the PSS form for the evaluation process is now different. HRO recently sent an email on January 8 regarding the ePDP. They were asked to contact PSS supervisors so that they can follow the same format as last year.

XI. Old Business

XII. New Business

Meeting Adjourned 12:57 p.m.