

APSS Meeting
May 14, 2026
Zoom Mtg (or in person) 1203 SERVICE BLDG.
12:00 p.m.

Agenda

- I. Call meeting to order 12:05 p.m.
- II. Roll Call – Rayshena Wilson, Sam Bravo, L Dettling, Kate Knopp, Cheryl Bronner, Lina Fire-McVay, Rafael Juarez-Yuen, Tracy London, Vicki Wenger, Treena Gilbert, Katie Haynes, Brian DenUyl, Rhonda LeMieux, Kelli Dykstra, Michelle Holstege, Tami John, Anna Parada, Marisa V
- III. Approval of April meeting minutes
 - a. Motion to approve the minutes as written KH, seconded KD, motion carried.
- IV. Presidents Report
 - a. Congratulations to the new officers, their term will start July first.
 - b. Some staff have received emails regarding updating their job descriptions. HRO has been contacting managers to update their position descriptions on the website. It is a good opportunity to discuss the current duties in relation to the updated job description. If you have questions, please reach out to Tami or Rhonda.
 - c. New hire orientation is Friday, May 22nd. Rayshena and Kelli will be representing APSS.
 - d. EC Changes – those moves should almost be completed, make sure to update Rayshena.
- V. Vice President Report
 - a. Job reclassifications have been quiet. Meeting with HRO May 14.
 - b. Student Appreciation went very well; the snacks went over well – and it was less expensive than the ice cream we normally have done.
- VI. Business and Financial Report
 - a. Written report received.
 - b. Cost from student employee appreciation and it was substantially less expensive. It was less than half the price of just Allendale.
 - c. Financials were approved by Tami on May 5th.
 - d. There will be an invoice from the attorney regarding billable hours for the retirement concerns we raised.
 - e. Insurance invoice will be coming soon.
 - f. Motion to approve the report as written, BD, TG motion carried.
- VII. Membership Report

- a. This morning an updated report of building reps went out. Thank you for looking at your lists so that the corrections can be made.
- b. Once notified through workday, Raysheena will be reaching out to new hires regarding their location, instead of waiting on the list from HRO.
- c. Previous lists will be received soon. Anticipated for the June meeting.
- d. Written report received for April 2026.
 - i. There are a couple of members without representation because of their new location on campus. We will need a rep for that location as there will be another position in that location.
 - ii. We will look at the membership list and verify the number of members per building representative. Would prefer 20 per building reps.
 - iii. Would also like to address the same on the City Campus.
- e. Motion to approve the report RL, seconded KH, motion approved.

VIII. Communications Report

- a. Newsletter will be coming – will update locations of building reps is completed.

IX. Member Relations Report

- a. Busy few months. Mid-March we were made aware of restructuring across some university departments due to the budget reallocation exercise. As a result, some positions were changed, either eliminated or reassigned to different areas. Most of those have been worked through and we have one more to complete. We do anticipate there could be more in the future depending on the budget.
- b. HR was proactive and held positions until we worked through those changes so members could use section 8.5 of the contract. No bumping occurred.
- c. Plante Moran/Retirement pay outs should be sent this month.

X. Building Representative Reports

- a. Discussion regarding orientation numbers.
- b. Lina will take over the Health Campus for Denise. L will send Lina a training document as well.

XI. Old Business

XII. New Business

Meeting Adjourned 12:42 p.m.