

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, May 14, 2019**

CALL TO ORDER

President Garza called the monthly Executive Board meeting to order at 12:20 PM at the APSA Office at 4700 Hagadorn Road, Suite 145, East Lansing, Michigan. Those in attendance and constituting a quorum were:

Executive Board Members Present: – Sean Barton, Karla Bauer, Randy Brown, Melissa Del Rio, Kathleen Deneau, Ken Deneau, Natan Espinosa, Joe Garza, Heather Hazzard, Elizabeth Hood, Bill Morgan, Aaron Minnis, Mike Ouderkirk, Sharon Potter, Jaci Sayen.

APSA Members excused – none

Absent: none

Associate Member- Mike Gardner (absent)

Member's present- Sam Fortino

APPROVAL OF AGENDA

Agenda of May 14, 2019

Motion made by Director Espinosa to approve the May 14, 2019 agenda as submitted seconded by Director Morgan agenda approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Director Hazzard to approve APSA meeting minutes from April 9, 2019; seconded by Vice President Minnis, motion passed without dissent.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

CLO (Coalition of Labor Organization)

- Meeting with OIE and University on Thursday, April 11, 2019 discussed upcoming changes to RVSM policy.
- GEU has ratified TA. MSU police (non-supervisory) are next. APSA will begin negotiations after they reach a TA.
- Board of Trustee reception; recap provided to board members.
- Labor arbitration institute – let President Garza know if you are interested in attending;
- College of Law transition –
- Work life meeting –pooled sick time discussion
- Police officer association of Michigan – non-supervisor police officer union currently in negotiations with MSU.
- Member recognition – congratulated employees that were celebrating either an anniversary and or retirement;
- Health team reorganization – reviewed impact and proposed changes

JHCC (Joint Health Care Committee)

- RFP process –gave update, provider will be announced in the new future.
- Health Care Dashboard -Q3 – reviewed health care expenses and impact on future raises;
- President Garza shared the letter of agreement with the university related to two prescription drugs that will require prior authorization;
- CVS presentation – rescheduled for May 23, 2019
- MSU Health Policy forum – scheduled for May 20 2019; agenda was shared with board members present;
- President Garza reviewed the Teladoc Utilization Data and reviewed how Teladoc has saved the university money in health care costs;

Other items:

- Operating Calendar- Office Lease Renewal/Review of audit and tax bills/Change to Bank Account Signers do to Election/Quarterly meeting with University.
- New Member Orientation- May 16, 2019 at 4:45pm at APSA office.
- New Directors Orientation- Betsy Hood and Sam Fortino- 11:00 am May 14, 2019-APSA Office
- Update of EBOARD contact and supervisory information
- Quarterly meeting with University-May 2, 2019. Recap of what was discussed
- President Garza noted that the gift cards for survey participation were claimed immediately by the members that won them;
- Negotiations committee meeting will commence directly after today's board meeting;

Vice President for Contract Administration – Aaron Minnis/Mike Ouder Kirk - Electronically mailed and reviewed grievance report.

- Reviewed recent contacts and answered questions from board members present;

Treasurer's Report – Ken Deneau - Electronically mailed and reviewed treasurer's report.

- No questions asked by board members present;

Recording Secretary – Kathleen Deneau

- Heather Hazzard will be the backup recording secretary
- Betsy (Elizabeth) Hood part of the Business committee and Sam Fortino is part of the Bylaws committee;

Report of the Corresponding Secretary – Randy Brown

- New Board members will be added to the website and to the APSA list serve

Report of the Membership Secretary- Karla Bauer

Membership Secretary sent electronically and reviewed with all board members present.

- 1260 on April Roster

Motion by Director Espinosa to accept all officer reports; seconded by Director Morgan motion approved without dissent.

Member's Privilege

- None

Unfinished Business:

- Semi-annual event-recap – 75 attendees; 45 members on Zoom attend recent semi-annual board meeting ;
- June Retreat Topics – President Garza requested release time for June 11, 2019 from 12pm- 4pm for EBOARD.
 - Board meeting 12:00 PM - 1:00 PM;
 - Committee Meetings 1:00 PM – 2:00 PM
 - Bargaining Proposal and strategy – 2:00 PM– 3:00 PM
 - Board structure / remuneration schedule
 - Financial direction /Dues 3:00 PM – 4:00 PM

New Business:

- Business Committee Report- Director Morgan reviewed a new investment policy proposed for APSA; copies were shared with all board members present;
 - **Motion made by Director Espinosa made by to take newly created MSU APSA investment policy to APSA counsel for review; seconded by Director Potter; motion passes without dissent.**
 - Director Del Rio reviewed listing of audit firms she has reached out to regarding pricing;
- Member Outreach Committee Report- will post the anniversary/retirement membership information on the APSA website;
- By Law Committee Report – no report
- Grievance Committee Report – no report

Standing Committee Reports

Member Outreach Committee Report – updated outlined above;

By Law Committee Report – no report

Grievance Committee Report – no report

Business Committee: updated outlined above;

PACDI: None

Employee Assistance Program: None

All-University Traffic Committee: Director Barton updated board members on a new policy surrounding scooters on campus;

Other Committees: none

By Laws Committee: none

ADJOURNMENT

MOTION by Director Espinosa to adjourn meeting; seconded by Director Morgan, motion approved without dissent. Meeting adjourned at 1:31 PM.

Meeting minutes respectfully recorded by Kathleen Deneau, APSA Recording Secretary.