

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS'  
ASSOCIATION**

**Minutes of Meeting  
Tuesday, May 10, 2022**

**CALL TO ORDER**

President Garza called the monthly Executive Board meeting to order at 12:00 PM via Microsoft Teams. 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, Sam Fortino, Joe Garza, Heather Hazzard, Elizabeth Hood, Aaron Minnis, Mike Ouderkirk, Sharon Potter and Jaci Sayen.

APSA Members excused:

Absent: none

Associate Member- Mike Gardner

Member's present- James Terrill

APSA Legal Counsel Present- none

**APPROVAL OF AGENDA**

Agenda of May 10, 2022

**Motion made by Director Barton to approve the agenda as submitted; seconded by Vice President Minnis motion approved without dissent.**

**APPROVAL OF MEETING MINUTES**

**Motion made by Vice President Ouderkirk to approve APSA meeting minutes from April 12, 2022, seconded by Director Potter motion passed without dissent.**

**APPROVAL OF SPECIAL MEETING MINUTES**

**Motion made by Vice President Minnis to approve APSA Special meeting minutes from May 3, 2022, seconded by Director Barton motion passed without dissent.**

**OFFICER AND COMMITTEE REPORTS**

President's Report

**CLO:**

- Met weekly with the University to discuss updates regarding Covid 19 crisis and impact on members. We had several meetings with members not in compliance with booster mandate and their departments. We worked through the issues.
- Met weekly with other union leaders to share information on status of their respective membership.
- Meeting scheduled with Diane Byrum and Board of Trustees on April 21, 2022. -President Garza provided update.

**JHCC:**

- University is requesting meeting to discuss Consumer Driven Health Plan for out of state employees. Meeting is going to be scheduled later this month. Only option for out of state employees is Community Blue. Unions are going to set up meeting to discuss options.
- Met on April 14/ April 28 with Teladoc and Mercer-there are new options/services available for Teladoc/Best Doctors/Livongo that we are looking at cost and implementation associated with this change.
- June 6, 2022, meetings will begin with university leadership to discuss dental coverage offered to employees.

**OTHER:**

- Operating Calendar- Orientation of newly elected Board members/schedule retreat. President Garza requested board members to think of how and when we should meet and report back to them.
- President Garza requested that board members consider if they are interested in continuing to serve on the current committee, they are a member of or alternatively switching which committee they serve on.
- New Member Orientation- will be done via teleconference.
- Serving on the President's Informal Resolution Panel through August 15, 2022. Reviewing legal liability of moving to this process.
- Serving on the Caregiver Program Committee that was formed based on President Stanley's email-have met bi-weekly- provided input received by members.
- Meeting with Spartan Imaging move to new McLaren Hospital- trying to work out LOA that ensures union protection and maintains positions within the bargaining unit. University owes us a revision of the LOA after meeting to discuss concerns. Meeting was 3/9/22. No additional update to share.
- Received notice of ending the retirement contribution reduction from 18 months to six months- working on LOA

Vice President for Contract Administration – Aaron Minnis /Mike Ouderkirk - Electronically mailed report.

- One board member asked a question regarding Arbitration 1. Vice President Minnis provided an update to the board.
- President Garza provided an update on both Arbitration 2 AND Grievance number 2.

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

Treasurer Deneau updated board members of the APSA April 2022 Financials.

APSA Revenue as of April 30, 2022	\$11,593.93
<u>APSA Expenses as of April 30, 2022</u>	<u>\$21,631.32</u>
Net Change as of April 30, 2022	-\$10,037.39

Total Change in Fund Balance since \$10 dues drop occurred in January 2021= \$39,607.00

Recording Secretary – Kathleen Deneau

- President Garza requested that we secured the MSUFCU community room on Farm Lane for October 20, 2022, for a semiannual membership meeting.

Report of the Corresponding Secretary – Randy Brown

- No report

Report of the Membership Secretary- Karla Bauer

- Total number of Roster- 1270
- Change in roster from last month: +8
- Change in roster from one year ago: -10
- Retirements: 3
- New to MSU: 5
- Left MSU: 10

**Motion by Director Espinosa to accept all officer reports; seconded by Vice President Minnis, motion approved without dissent.**

Member's Privilege:

- None

Unfinished Business:

- Update on APSA endowed scholarship or award. See Business Committee report below.

New Business:

- Need to reserve location for October 20, 2022, Semiannual meeting – Recording Secretary Deneau will handle scheduling.
- Business Committee - Update on APSA Scholarship or Award. Outlined and Reviewed the pros and cons associated with establishing the award.
- **Overall Program**
  - Pro: Member Services
  - Con: More Board Time
  - Already set dues to \$10 and will erode surplus slightly faster
- Some Choices
- **Endowments run \$50,000 and would provide about \$1000 in early years**
  - Pro:
    - do not have to manage the money

- If tied to an “official” award the accounting end is taken care of once established
- Con:
  - large outright investment
  - If our program fails to have interest investment is gone and we are unable to get back
- **Pilot program by budgeting some amount in next year’s budget after developing an educational application and review committee.**
  - Pro:
    - no long-term investment - can cancel program as wish
  - Con:
    - need to establish process and committee for awarding
    - Internal committee might need to meet 3 times a year Fall, Winter, Summer or ad hoc if we allow HRD and not just tuition
    - Would need to decide allocations per period of the year so if said \$3,000 annually than award x in Fall x in Spring and x in Summer
    - Difficult to distribute the funds
    - Difficult to set amount per year
    - Difficult to determine need or between multiple applicants

#### **Do Nothing**

- Pro:
  - Avoids issues above
  - Keeps purpose based on collective bargaining and representation only
  - Avoids benefiting only some of members
- Con:
  - Keeps purpose based on collective bargaining and representation only
- Member Outreach Committee Report- recap of Semiannual meeting for April 2022/E-Gift cards were sent to members.
- By Law Committee Report- no report
- Grievance Committee Report – report provided

#### **Standing Committee Reports**

- Member Outreach Committee Report: No report
- By Law Committee Report – No report
- Grievance Committee Report – No report
- Business Committee: No report
- Employee Assistance Program: No report
- All-University Traffic Committee: No report
- Other Committees: No report

#### **ADJOURNMENT**

**MOTION by Director Espinosa d to adjourn the meeting; seconded by Director Potter motion approved without dissent. Meeting adjourned at 1:08 PM.**

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