

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

**Minutes of Meeting
Tuesday, August 13, 2019**

CALL TO ORDER

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

APSA Members excused: none

Absent: none

Associate Member- Mike Gardner

Member's present- none

APPROVAL OF AGENDA

Agenda of August 13, 2019

Motion made by Vice President Minnis to approve the August 13, 2019 agenda as modified moving a discussion about a possible arbitration on behalf of a member; seconded by Treasurer Deneau agenda approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Director Hazzard to approve APSA meeting minutes from July 9, 2019; seconded by Director Espinosa, motion passed without dissent.

APSA legal counsel Erin Hopper reviewed a case in which a member has requested the APSA board approve their grievance with the university to move to arbitration. Board discussed grievance and consequences associated with both options. Motion made by Director Hazzard to take Grievance number G2 to arbitration; seconded by Director Espinosa; two board members voted to take this to arbitration and eleven members voted not to take this to arbitration; two board members abstained from voting; motion does not pass.

OFFICER AND COMMITTEE REPORTS

President's Report

President Garza presented his report with discussion concerning:

CLO (Coalition of Labor Organization)

- Scheduling a meeting to with OIE for further discussions.
- MLK representative - Joe will serve on this committee.
- Labor Arbitration conference begins Thursday August 15, 2019.

JHCC (Joint Health Care Committee)

- Review of CVS Letter of Agreement
- Wage Increase for 2020 - 2.75% - Details were shared with the Board.
- Teladoc Utilization Report
- Cost Measures Strategies Update
- Vendor Summit – November 2019
- Silver script change After further review the University will not implement this program

Other items:

- Operating Calendar- End of Fiscal Year- Prepare files for Audit/Board Approves Continuation of Non-Board Payments/Board Approves Due Rates for following year/Board approves Swag giveaway
- New Member Orientation- August 15, 2019 at 4:45pm at APSA office.
- Update on bargaining – The University shared their proposal. Dates have been scheduled for September.
- Semi-annual meeting October 22, 2019;

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

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

- **Motion made by Director Espinosa to approve auditing expenses reviewed with board, seconded by Director Potter; motion passes without dissent.**

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown

- Corresponding Secretary Brown promised to create a new list serve for APSA due to issues that he is encountering with current listserv;

Report of the Membership Secretary- Karla Bauer

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

- 1279 on July Roster

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

Member’s Privilege

- None

Unfinished Business:

- Audit Quotes-vote on proposal- completed in Treasures report.

New Business:

- Business Committee Report- none
- Member Outreach Committee Report- none
- By Law Committee Report- none
- Grievance Committee Report- none

Standing Committee Reports

Member Outreach Committee Report – no report

By Law Committee Report – no report

Grievance Committee Report – no report

Business Committee: no report

PACDI: None

Employee Assistance Program: None

All-University Traffic Committee: None

Other Committees: None

By Laws Committee: None

ADJOURNMENT

MOTION by Director Potter to adjourn meeting; seconded by Director Hood, motion approved without dissent. Meeting adjourned at 1:30 PM.

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