

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

**Minutes of Meeting
Tuesday, October 12, 2021**

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: none

Absent: none

Associate Member- Mike Gardner

Member's present- none

APSA Legal Counsel Present- Jeff Donahue and Erin Hopper

APPROVAL OF AGENDA

Agenda of October 12, 2021

Motion made by President Garza to amend the agenda moving the Vice President's Report to the beginning of the meeting; seconded by Director Espinosa, motion approved without dissent.

APPROVAL OF MEETING MINUTES

Motion made by Vice President Minnis to approve APSA meeting minutes from September 14, 2021, seconded by Director Espinosa, motion passed without dissent.

OFFICER AND COMMITTEE REPORTS

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

- There was a couple of questions from Board members answered by Vice President Minnis and President Garza.
- Grievance G3 reviewed by APSA legal counsel Hopper regarding MSU indemnification policy – effecting a members request for a grievance which was denied by the university. APSA legal counsel also answered questions from board members.
 - **Motion made by Director Hazzard to take Grievance number three to arbitration; seconded by Director Espinosa; motion passes without dissent.**

President's Report

CLO:

- Met weekly with the University to discuss updates regarding Covid 19 crisis and impact on members.
- Met weekly with other union leaders to share information on status of their respective membership.
- Ratification - the University came forward with an amendment to the TA that would reduce the two-year retirement concession to 18 months. All other terms of the TA would remain the same. In discussions with other CLO unions that did not ratify agreement, they have offered that they are reviewing new terms with their respective boards.
- Vaccine/Mask Mandate - We received non-compliance list for APSA, less than .1% of members not in compliance. We have had one member suspended (see Labor report).
- Met with Executive Vice President Melissa Woo and Office of Employee Relations Director Rick Fanning to discuss concerns regarding communication and recent action the University has taken vaccine mandate and tentative agreement.

JHCC:

- Fall 2022 raises (last year of current MOU) will be 2%.
- Open Enrollment goes from October 1-31, 2021.
- University sent email regarding impact of Public Act 0054 of 2011 which requires employees to pay the any increases in health care costs while working without a collective bargaining agreement with the university.

OTHER:

- Operating Calendar- Semi-annual meeting will be held on October 21, 2021, at 12:00 PM.
- New Member Orientation- will be done via teleconference.
- Health Care/Wages/Retirement Town Hall meetings for amended retirement Memorandum of Understanding were held October 7th and 8th. Over 200 registered for virtual meeting.
- Voting for amended Tentative Agreement will take place Thursday Oct 14, 2021- Wednesday, October 20, 2021.
- President Garza will serve on the search committee for Vice President/Chief Human Resources Officer.
- President Garza has been asked to serve on Relationship Violence and Sexual Misconduct review committee. Possibly adding an administrative meeting instead of a formal process

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

- Treasurer Deneau updated board members of the APSA September financials.

Recording Secretary – Kathleen Deneau

- No report

Report of the Corresponding Secretary – Randy Brown – Electronically mailed report.

- Updated board on help he has provided APSA President with technology needs at the APSA office.

Report of the Membership Secretary- Karla Bauer – Electronically mailed report.

- 1252 on Roster in September 2021
- Change in roster from last month: -2
- Change in roster from one year ago: -45
- Retirements: 2
- New to MSU: 8
- Left MSU- 14

Motion by Director Hazzard to accept all officer reports; seconded by Director Hood, motion approved without dissent.

Member’s Privilege:

- None

Unfinished Business:

- President Garza has requested that all APSA Officer reports intended to be shared at the upcoming Semi-Annual Membership meeting on October 21, 2021, be sent to Corresponding Secretary Brown by 5:00 PM October 12, 2021.
- MOU by University regarding amended tentative agreement – Treasurer Deneau recommended that we do not refer to the tentative agreement as a CLO agreement with the university but rather an APSA agreement with the university.

New Business:

- Business Committee - No report
- Member Outreach Committee Report- No report
- By Law Committee Report- No report
- Grievance Committee Report- No report
- APSA legal counsel Donahue noted that their law firm is listed on our APSA website and consequently their office is beginning to receive calls directly from our members. APSA counsel along with Corresponding Secretary Brown to make changes to our website so that we address this issue and clarify what members should do if they need representation.

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 and to adjourn meeting; seconded by Vice President Minnis motion approved without dissent. Meeting adjourned at 1:21 PM.

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