

**MICHIGAN STATE UNIVERSITY ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION**

**Minutes of Meeting  
Tuesday, August 15, 2017**

**CALL TO ORDER**

President Garza called the monthly Executive Board meeting to order at 12 noon 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: Randy Brown, Ken Deneau, Kathleen Deneau, Natan Espinosa, Joe Garza, Connie James, Paul Kuchek, Bill Morgan, Mike Ouderkirk, and Jaci Sayen.

APSA Members excused – Katherine Ball, Karla Bauer, Aaron Minnis, Sharon Potter, and Matt Winowiecki.

Associate Member-Mike Gardner -absent

APSA Legal counsel – Jayne Flanigan

Members present – none

**APPROVAL OF AGENDA**

Agenda of August 15, 2017

**Treasurer Deneau moved that the agenda for August 15, 2017 be approved as submitted; motion seconded by Director Sayen and was approved without dissent.**

**APPROVAL OF MEETING MINUTES**

**Director Sayen moved that the minutes of the meeting of July 11 2017, be approved as submitted; motion was seconded by Vice President Ouderkirk and was approved without dissent.**

**OFFICER AND COMMITTEE REPORTS**

President's Report

President Garza presented his report with discussion concerning:

**CLO** (Coalition of Labor Organization)

- Update on East Lansing City Income Tax proposal - The University is trying to work with the East Lansing City Council on alternative funding options for the city.

**JHCC** (Joint Health Care Committee)

- Ratification update of new MOU – to date all but one bargaining unit has supported this tentative agreement with the university. One union still has to vote.
- Healthcare dashboard – President Garza will share once he receives it.
- Wellness strategy project

**Other items:**

- Operating Calendar-End of fiscal year- make sure all files are ready for auditors.

- New Membership meeting - August 17, 2017 at noon.- we will be providing lunch in hopes of driving up attendance.
- Richard Fanning –New Director of the Office of Employee Relations.

**MOTION BY Recording Secretary Deneau to accept the President’s report; motion seconded by Director Espinosa, motion approved without dissent.**

Vice President for Contract Administration – Mike Ouderkirk

Mike Ouderkirk Grievance Report was sent electronically to all board members. **Motion by Director Espinosa to accept the Grievance report dated August 15, 2017 to be approved as distributed, seconded by Treasurer Deneau, motion was approved without dissent.**

Treasurer’s Report – Ken Deneau

Treasurer Ken Deneau reviewed financial statements for July 2017. **Motion made by Vice President Ouderkirk to approve the Treasurer's report for July 2017; seconded by director Espinosa, motion passes without dissent.**

- Treasurer Deneau noted that the annual audit will begin around mid-September

Recording Secretary – Kathleen Deneau

No report

Report of the Corresponding Secretary – Randy Brown

- Corresponding secretary Brown thanked Vice President Ouderkirk for help in setting up the new printer in the APSA office.

Report of the Membership Secretary- Karla Bauer -absent

- Report was sent electronically to all board members
- 1226 members on roster

Member’s Privilege

None

Standing Committee Reports

Bylaws Committee: no report

Business Committee: no report

Grievance Committee: no report

PACDI: no report

Member outreach: no report

Employee Assistance Program: no report

All-University Traffic Committee – no report

Other Committees: no report

### **UNFINISHED BUSINESS**

- Recap of Retreat – President Garza requested that each committee update the board at the monthly meeting on the status of action items outlined from the retreat.
- Request was made for Committees to set Quarterly meetings for 2017-18- please have those available so we can list on Operating Calendar.
- Labor Quarterly Meeting update – Counsel Flanigan updated board on discussions with human resources about issues effecting members including the impact on employees who are required to be on call 24/7 and layoff policies.

### **NEW BUSINESS**

- Retro vote on director position – President Garza noted that the decision was made to compensate Bill Morgan for the last three months of services.
- Labor studies – courses available on labor relations; President Garza requested that Executive Board members review the courses and sign up if you have an interest in attending.
- President Garza shared the receipt for the new printer.
- APSA will move its monthly board meeting in December from December 12, 2017 to December 5<sup>th</sup> 2017.
- APSA Semi-annual meeting is scheduled for Thursday October 19, 2017 at the MSUFCU community room on Farm Lane Road.

### **ADJOURNMENT**

**MOTION by Director Sayen to adjourn meeting; seconded by Director Morgan, motion approved without dissent. Meeting adjourned at 1:27 p.m.**

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