

**MINUTES of the  
ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION  
Executive Board Meeting, Tuesday September 9, 2014**

Call to Order:

Meeting called to order by APSA President Hensley at noon at APSA office.

The following Officers and Directors were present –

Randy Brown, Dan Chegvidden, Kathleen Deneau, Ken Deneau, Ken Dirkin, Randy Fotiu, Michael Gardner, Joe Garza, Greg Harris, Jim Hensley, Paul Kuchek, Bob Nowicki, and John Phillipich.

APSA board members excused from meeting: none

Counsel present: one

Associate Member: one

Review Minutes:

- August 2014 minutes approved as submitted.

**Report of Officers:**

President (Jim Hensley and President-elect Phillipich)

- President elect -Phillipich confirmed that we will have a 2.5% eligible increase for October 2015.
- President elect -Phillipich confirmed that the health care savings should be \$800 in January 2015.
- President-elect Phillipich confirmed that Open Enrollment Fair dates for benefits will be held throughout October.
  - October 14, 2014, Breslin Center-Noon to 6 p.m.
  - October 15, 2014 Breslin Center 9 a.m. to 4 p.m.
  - October 16, 2014 Breslin Center 7 a.m. to 3 p.m.
- President-elect Phillipich reviewed the impact of the cost of certain compound drugs. Discussion about implementing a maximum cost of \$300 before the compound drug must be approved prior to disbursement for coverage via prescription insurance.

- President-elect Phillipich undated board on CLO happenings. There has been no meeting since we last met. However, President-elect Phillipich did have a conference call with the employee relations about the university hotline number for employees to report abuse.
- President-elect Phillipich updated board members on the recent president's dinner he attended recently representing APSA.
- APSA legal counsel Flanigan updated board on recent trainings that several board members received.
- APSA legal counsel Flanigan updated board on "Y" codes within employee's records at Human Resources. PIP will also prohibit an employee from getting an interview for another job, until the PIP has been removed from the employees file.
- APSA legal counsel Flanigan updated board "Elevate U" a human resources portal that is currently voluntary for employees of MSU. Elevate U is a resource for employees including offering training on different areas.
- APSA legal counsel Flanigan updated board on concerns related to merit pay misused for market adjustment.
- APSA legal counsel Flanigan updated board on a recent wage garnish occurrence related to a member.
- APSA legal counsel Flanigan updated board on dental plans offered to employees. University will offer both delta dental (paid for by the university) and Aetna 67 that employees will pay to receive if they want it.
- President elect -Phillipich inquired as if any board member is interested in serving on a university committee related to policies for persons with disabilities.

VP for Contract Negotiations: (Dan Chegwidden)

- VP for Contract Negotiations Chegwidden introduced the APSA contract negotiations committee.

VP for Contract Administration (Joe Garza)

- A copy of the September 9, 2014 APSA grievance report was distributed electronically and reviewed with all board members present; all new grievances, special conferences and several contacts reviewed.
- Motion made by Joe Garza to approve APSA legal counsel to proceed to arbitration if necessary on an inappropriate video case; seconded by President-elect Phillipich, motion passes unanimously.

Treasurer (Ken Deneau)

- Treasurer Deneau distributed and reviewed copies of APSA financial reports for date ending August 31, 2014;
- Treasurer's Deneau made a motion that the APSA LAFCU account have the following board members as listed on the account, Joe Garza, Dan Chegwidde, John Phillipich and Ken Deneau be added to the LAFCU account, effective October 1, 2014; seconded by President-elect Phillipich, motion passes unanimously.
- Treasurer report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No Report

Corresponding Secretary (Ken Dirkin)

- Corresponding Secretary Dirkin offered to take picture of all new board members.
- Corresponding Secretary Dirkin will be switching every over to Outlook 365 instead of Squirrel mail in the very near future.

Membership Secretary (Randy Brown)

- Membership secretary Brown updated board on current status of collecting dues from board members.
- 1144 members on the roster.

Members Privilege:

- None

Standing Committee Reports:

- Bylaws – no report
- Grievance – no report
- Finance – reviewed report
- Negotiations – no report
- Fair Labor Standards Act – no report
- Bargaining Unit Committee –no report

Employee Assistance Program

- Director Gardner updated the board on the upcoming quarterly meeting, later this month and offered to bring another APSA representative to join this committee, as he will be retiring in January 2015.

All-University Traffic Committee and other committees:

- No report

Unfinished Business:

- None

New Business:

- Treasurer inquired to any stats that have been run that indicate the number of non-MSU employees versus MSU employees hired into new positions. President Hensley stated that it is close to 50%.
- Motion Made by President Hensley to extend contract to Randy Fotiu and appoint as a board member serving as director October 1, 2014. Monthly compensation will be \$250.00 per month; seconded by President-elect Phillipich, motion passes unanimously.
- Motion made by Joe Garza to appoint Greg Harris for alternate grievance officer beginning October 1, 2014 with remuneration of \$250 per month; seconded by President-elect Phillipich, motion passes unanimously.

Announcements:

- The next board meeting scheduled for noon on Tuesday October 14, 2014 at the APSA office.

Adjournment:

- Motion made by director Gardner to adjourn the meeting; seconded by recording secretary Deneau. Motion carried and the meeting was adjourned at 2:03 p.m.