

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION**

Executive Board Meeting, Tuesday June 9, 2015

Call to Order:

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

The following Officers and Directors were present –

Karla Bauer, Randy Brown, Kathleen Deneau, Ken Deneau, Randy Fotiu, Joe Garza, Greg Harris, Michelle Keller, Paul Kuchek, Bill Matt, Bob Nowicki, Mike Ouderkirk, Michelle Pell, and Lisa Roy.

APSA board members excused from meeting: Dan Chegwidden.

APSA guest: two

Counsel present: Jayne Flanigan

Review Minutes:

- May 2015 minutes approved as submitted.

Report of Officers:

President (Joe Garza)

- President Garza requested that each board member introduce themselves to the three new board members present.
- President Garza also updated the board on the JHCC wellness survey including that there was 1208 participants to the survey.
 - Still waiting on LOA regarding second opinion requirements compound prescriptions and step therapy medication.
 - President Garza updated the board on a recent presentation by Chris Hanna of a financial dashboard.
 - President Garza noted that the prescription trends presentation by Crystal Lawroski/Jerry Paruszkirwcz Caremark representatives was confusing and concerning both for the university and the union leadership teams in attendance.
- President Garza updated the board on the CLO happenings including dues cards processing, and that fact that current members may not need to resign new dues cards.
 - President Garza updated the board on recent GEU tentative agreement – health care premiums and tuition waiver not affected.

- University has proposed potential university wide criminal background check, (legal to review).
- Lunch meeting 6/15 with President Simon –will discuss VRW study for privatization.
- There will be a presentation with the university on the status of the university budget on June 15, 2015. President Garza requested that Treasurer Deneau attend meeting with him.
- President Garza also updated the board on other business associated with the association.
- President Garza inquired about appointing an associate member representative to the board; after extensive discussion it was decided that the issue will be added to unfinished business for July.
- President Garza noted that there was an ITS organizational meeting in which the new org charts were shared. Essentially, the new organization will impact two APSA members that will have to apply for the new positions.
- President Garza shared fringe benefit changes for fiscal year 2015-2016.

VP for Contract Negotiations: (Dan Chegwidden-absent)

- APSA counsel updated board members on the current status of APSA contract negotiations.

VP for Contract Administration (Greg Harris)

- A copy of the June 9, 2015 APSA grievance report was distributed electronically. V.P. Harris inquired as to whether or not there were any questions by the board members present.

Treasurer (Ken Deneau)

- Treasurer Deneau reviewed the APSA financial reports for date ending May 31, 2015;
- Treasurer Deneau noted that landline charges continue to appear; consequently he will reach out to Telecom to inquire.
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (Randy Brown)

- Corresponding secretary Brown noted he has updated the APSA website with the new board members.

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- Corresponding secretary Brown noted he will also add new board members to the APSA list serve.

Membership Secretary (Karla Bauer)

- Membership secretary Bauer reviewed the current APSA membership report.
- 1179 members on the APSA roster

Members Privilege:

- No report

Standing Committee Reports:

- Bylaws – -no report; President Garza noted that bylaws committee should meet.
- Grievance – V.P. Harris updated board on recent meeting
- Finance – no report
- Negotiations – no report
- Fair Labor Standards Act – no report
- Bargaining Unit Committee –no report

Employee Assistance Program

- No report; off for summer.

All-University Traffic Committee and other committees:

- No report; off for summer.

Unfinished Business:

- Web page update;
- Step by step contract APSA;
- Election results – October 1, 2015 through September 30, 2017.
 - Randy Brown –corresponding secretary, effective immediately.
 - Paul Kuchek – re-elected director position, effective immediately
 - Bill Matt – director position, effective immediately
 - Lisa Roy – director position, effective immediately
 - Jacki Sayen – director position, effective October 1, 2015
- Electronic membership cards – APSA counsel updated board on new cards that will be issued to new members;
- Updated contact information for board was distributed for review;
- APSA business calendar important dates – asked for calendar dates from each board member;
- Back up position for each officer position;

New Business:

- Possible retreat topics:
- Retreat discussions
 - Topics from each standing committee due – May 12, 2015
 - Impact on Right to work
 - SOP updated
 - Size and make up of APSA board
 - Resurrecting APSA Newsletter
 - Technology needs for future board members
 - Back up representative for every officer
 - Other committee needs
 - Increase in dues?

Announcements:

- APSA board retreat on Tuesday June 16th 2015 1:00 pm -3:00 pm;
- The next board meeting is scheduled for noon on Tuesday July 14, 2015 at the APSA office at 11:30 am -2:30 pm.

Adjournment:

- Motion made by director Nowicki to adjourn the meeting; seconded by VP Harris. Motion carried and the meeting was adjourned at 12:58 p.m.