

**MINUTES of the  
ADMINISTRATIVE PROFESSIONAL SUPERVISORS  
ASSOCIATION  
Executive Board Meeting, Tuesday February 10, 2015**

Call to Order:

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

The following Officers and Directors were present –

Karla Bauer, Randy Brown, Dan Chegwidden, Kathleen Deneau, Ken Deneau, Michael Gardner, Joe Garza, Greg Harris, Michelle Keller, Paul Kuchek, Bob Nowicki, Michelle Pell, and John Phillipich.

APSA board members excused from meeting: Dan Chegwidden and Randy Fotiu.

Counsel present: one

Review Minutes:

- January 2015 minutes approved as submitted.

**Report of Officers:**

President (John Phillipich)

- President Phillipich noted that he has only heard from one employee that did not receive the health care payment last month. Employee is off on unpaid leave of absence which is why he was not eligible to receive the payout.
- President Phillipich updated the board on the department of radiology status noting that they had enough employees agree to the early retirement plan offered, so no further actions or personnel cuts will be necessary for the department at this time.
- President Phillipich updated board on a decision by the university which will require a two level sign in when logging into EBS to confirm authentication. For additional information of security visit [SecureIT.msu.edu](http://SecureIT.msu.edu).
- President Phillipich inquired if membership secretary Brown is still interested in transitioning from APSA membership secretary to APSA corresponding secretary. Secretary Brown replied that he is in fact is interested.
  - Motion made by President Phillipich to appoint Randy Brown as corresponding secretary for APSA corresponding secretary, effective February 1, 2015, filling the vacancy that resulted when

Ken Dirkin left the university, until his term has ended; seconded by director Gardner, motion passes unanimously.

- Motion made by President Phillipich to appoint Karla Bauer as APSA membership secretary for APSA effective February 1, 2015. Ms. Bauer will fill this position for the remainder of Mr. Brown's term; seconded by director Nowicki, motion passes unanimously.
- President Phillipich requested that Ken Dirkin be remunerated for services provided to the board for January and February 2015. Discussion took place and a decision was made to table this topic until next board meeting in March. Secretary Deneau will add this issue to our agenda for next month.

VP for Contract Negotiations: (Dan Chegwidden-absent)

- APSA Counsel Flanigan updated the board on recent contract negotiations planning meeting that occurred on February 5, 2015. Meeting reviewed negotiations process and issues that will be reviewed.
  - Next meeting will be directly following board meeting on March 10 2015.

VP for Contract Administration (Joe Garza)

- A copy of the February 10, 2015 APSA grievance report was distributed electronically and reviewed with all board members present; all new grievances, special conferences and several contacts reviewed.
  - APSA Counsel Flanigan updated the board on recent potential unfair labor practice with a probationary member who was terminated from the university and is requesting representation. Motion made by APSA Vice President Garza of contract administration, requesting that APSA counsel represent member in this potential unfair labor practice appeal; seconded by director Harris. Hand vote is taken and motion fails unanimously. Case reference number is 29 in this month's grievances report.

Treasurer (Ken Deneau)

- Treasurer Deneau reviewed the APSA financial reports for date ending January 31 2015;
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (Randy Brown)

- No Report

Membership Secretary (Randy Brown)

- Membership secretary Brown reviewed the current APSA membership report.
- 1159 members on the APSA roster

Members Privilege:

- No report

Standing Committee Reports:

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

Employee Assistance Program

- No report

All-University Traffic Committee and other committees:

- Director Nowicki updated board on recent discussions that have happened at the AUTCC.

Unfinished Business:

- None

New Business:

- President Phillipich reiterated that the email announcement that was sent to all members inviting them to inquire and submit their name if interested in the APSA president position. Only one response was received by current Vice President Garza. Consequently President Phillipich made motion to appoint Joe Garza as APSA president effective April 1, 2015 serving until the end of the term; seconded by director Harris, motion passes unanimously.

- President Phillipich also made a motion to appoint Mike Ouderkirk to replace Mike Gardner as APSA director for the remainder of his term, seconded by Vice President Garza, motion passes unanimously.
- President Phillipich noted that the APSA contract with our legal counsel is up for renewal in May 2015.
  - APSA counsel Flanigan updated board on the highlights of the contract. This contract will be email to all board members for review and will be discussed at the March 2015 meeting.
- President Phillipich thanked all APSA board members for the difficult, but honest discussion that was had at the January 2014 board meeting. President Phillipich also noted that while he will soon be leaving the board he feels confident we are heading in the right direction.

Announcements:

- The next meeting scheduled for noon on Tuesday March 10, 2015 at the APSA office.

Adjournment:

- Motion made by President Phillipich to adjourn the meeting; seconded by director Nowicki. Motion carried and the meeting was adjourned at 1:33 p.m.