

**MINUTES of the
ADMINISTRATIVE PROFESSIONAL SUPERVISORS
ASSOCIATION
Executive Board Meeting, Tuesday January 13, 2015**

Call to Order:

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

The following Officers and Directors were present –

Randy Brown, Dan Chegvidden, 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: Karla Bauer, and Randy Fotiu.

Counsel present: one

Review Minutes:

- December 2014 minutes approved as submitted.

Report of Officers:

President (John Phillipich)

- APSA legal counsel Flanigan updated board on recent JHCC meeting held on January 8, 2015 meeting, university is investigating a wellness program. A survey will be sent to all employees inquiring what benefits employees would like to see related to maintaining good health.
- APSA legal counsel Flanigan updated board that the federal government will be doing a study to determine if our health care benefit offered by the university is affordable. We will be asked to give our social security number on this form and resubmit back for analysis.
- APSA legal counsel Flanigan updated board on a recent CLO meeting which predominately focused on a grievance against the university regarding the health care lawsuit.
- President Phillipich and Vice President Garza attended a special conference held on January 5, 2015 regarding radiology and their need to request voluntary retirement plans for those employees retirement eligible on or before July 1, 2015. If you took this buyout you would be paid four months' salary but you would not be eligible to work at the university in another other potion for three years.

- President Phillipich mentioned that membership secretary Brown has inquired about the corresponding secretary position and is interested in moving into this position and giving up his membership secretary position. Membership secretary Brown has agreed to perform the duties of both roles until a replacement is found that is interested in taking on the membership secretary duties.

VP for Contract Negotiations: (Dan Chegwidden)

- VP for contract negotiations stated that he cannot make the contract negotiations meeting scheduled immediately following this meeting. APSA counsel has agreed to reschedule the meeting to a later date.

VP for Contract Administration (Joe Garza)

- A copy of the January 13, 2015 APSA grievance report was distributed electronically and reviewed with all board members present; all new grievances, special conferences and several contacts reviewed.

Treasurer (Ken Deneau)

- Treasurer Deneau reviewed the APSA financial reports for date ending December 31 2015;
- Treasurer Deneau also reviewed feedback he received from the audit firm.
- Treasurer's report will be filed for audit.

Recording Secretary (Kathleen Deneau)

- No report

Corresponding Secretary (OPEN)

- No Report

Membership Secretary (Randy Brown)

- Membership secretary Brown reviewed the current APSA membership report.
- 1158 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 meeting in which guidelines for the committee were reviewed.

Unfinished Business:

- None

New Business:

- President Phillipich noted that he is trying to book a room for the APSA semiannual meeting in April at the Breslin Center.
- John Phillipich announced that he will retire from the university on April 2, 2015. APSA counsel gave a brief update to the board about qualities we should look for in the ideal candidate replacement.
- VP of Contract administration Garza announced that he is interested in this position.
- President Phillipich will draft an email and will send out to all APSA members announcing his retirement and the open position on the board. If any members are interested in running for the President's position they will be asked to send their credentials to the APSA general counsel for review.

Announcements:

- The next meeting scheduled for noon on Tuesday February 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 1:49p.m.