

Administrative Professional Association

Minutes of Meeting
Tuesday, September 19, 2017
2:00 PM

*Members Present: Sue Brandt; Carol Graysmith; Patricia Hampton; Maurice Koffman;
Martin McDonough; Erica Phillipich; Deb Porter; Todd Ring; Leo Sell;
Dennis Seybert; Jen Shangraw; Kandy Slack; Melanie Waltz*

CALL TO ORDER

Maury Koffman called the meeting to order.

APPROVAL OF AGENDA

Agenda of September 19, 2017, Meeting

Deb Porter moved that the agenda for September 19, 2017, be approved as distributed. The motion was seconded by Kandy Slack and was approved.

APPROVAL OF MEETING MINUTES

Minutes of June 20, 2017 and August 8, 2017 Meeting

Dennis Seybert moved that the minutes of the meeting of June 20, 2017 and August 8, 2017 be approved as distributed. The motion was seconded by Martin McDonough and approved.

Official Guest

Presidents Report

Maury Koffman presented his report with discussion occurring regarding member issues, meetings and announcements including Coalition of Labor (CLO) communications. In addition, discussion occurred regarding the East Lansing income tax proposal.

Treasurers Report

Erica Phillipich presented the treasurers report.

Committee Reports

Communications/Public Relations – Sue Brandt and Jen Shangraw provided the board with the newsletter update.

Community Bases Events – Dennis Seybert informed the board that the committee is looking into the APA having a presence in the MSU Homecoming parade and possible parade give a ways. In addition, Dennis also provided information regarding this year’s coat drive.

Elections Nominations Committee – David McFarland has volunteered for next year’s committee.

MEA Higher Ed Committee – Sue Brandt provided the board with an update regarding the Higher Ed units from around the state.

Membership – Dennis Seybert informed the board engagement numbers are up and looking at holding meetings in Detroit for our members there. In addition, he provided the board with the schedule of upcoming “More You Know” and Community Lunches and information regarding the application for a MEA Member Engagement Grant.

UniServ Report

Melanie Waltz presented the UniServ report including Grievances, FMLA, New Member Orientation, Employee Evaluations, “More You Know” and Community Lunches, new workshops on Student Loan Forgiveness and the MEA Member Engagement Grant application.

MEMBER QUESTIONS, COMMENTS, AND CONCERNS BUSINESS AND DISCUSSION ITEMS

Joint Health Committee Coalition (JHCC) Joint Wage and Health Care Bargaining Update

Maury Koffman and Melanie Waltz updated the board regarding the Coalition of Labor (CLO) and the Joint Healthcare Committee Coalition (JHCC). Next meeting scheduled for September 28, 2017.

APA 2017-2018 Strategic Planning Goals Review

Discussion occurred regarding the board retreat scheduled for December 5, 2017.

Appointment of APA 2017-2018 Standing Committees

Todd Ring moved the appointment of the APA 2017-2018 Standing Committees be approved as distributed. The motion was seconded by Erica Phillipich and was approved.

ANNOUNCEMENTS

Upcoming Board Meetings:

October 10, 2017 at MEA Headquarters

November 7, 2017

Annual Membership Meeting – November 7, 2017 at 5:15 pm

Upcoming MEA Meetings:

MEA Region 8: Wednesday, September 20, 2017 at MEA Headquarters

MEA Executive Committee: Friday, September 29, 2017

MEA Fall Representative Assembly: Saturday, October 14, 2017

MEA Higher Ed Conference: Friday, October 20, 2017 at MEA Headquarters

ADJOURNMENT

Pat Hampton moved to adjourn. The motion was seconded by Leo Sell and approved.

8H Coordinating Council

Meeting minutes are respectfully submitted by,

Deb Porter