

Administrative Professional Association

Minutes of Meeting
Tuesday, August 9, 2016
2:00 PM

Members Present: Nicholas Bourland; Sue Brandt; Carol Graysmith; Maury Koffman; Martin McDonough; Deb Porter; Nicole Proctor; Todd Ring; Leo Sell; Dennis Seybert; Jen Shangraw; Melanie Waltz; Laura Wise

CALL TO ORDER

Maury Koffman called the meeting to order.

APPROVAL OF AGENDA

Agenda of August 9, 2016 Meeting

Laura Wise moved that the agenda for August 9, 2016, be approved as distributed. The motion was seconded by Jen Shangraw and was approved.

APPROVAL OF MEETING MINUTES

Minutes of June 21, 2016 Meeting

Leo Sell moved that the minutes of the meeting of June 21, 2016, 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.

Treasurers Report

Erica Phillipich was not available, however Maury Koffman presented the monthly treasurers report on her behalf.

Committee Reports

Communications/Public Relations – Jen Shangraw reported the status of the newsletter.

Community Based Events – Nicole Proctor had nothing to report at this time.

Contract Maintenance/Grievance – Maury Koffman updated the board on contract and grievance issues.

Finance – Nothing to report.

Legislative – Patricia Hampton had nothing to report.

Membership – Dennis Seybert updated the board regarding meeting schedules for Community Lunches.

Negotiations/Bargaining – Maury Koffman updated the board on the bargaining issues.

UniServ Report

Melanie Waltz presented the UniServ report. Discussion occurred regarding current grievances, More You Know sessions, current Association Representatives (ARs), the 19 new RA's in Training and potential RA trainings. In addition, discussion occurred regarding the new Employment Evaluation and training we will be providing for members. Also, New Member Orientation and requirements for 12s and 13s that are impacted by the Fair Labor Act.

MEMBER QUESTIONS, COMMENTS, AND CONCERNS BUSINESS AND DISCUSSION ITEMS

APA MSU Tobacco Free Campus Effective August 15, 2016

Maury Koffman updated the board and discussion occurred regarding the MSU Tobacco Free requirements going into effect August 15th.

Joint Health Committee Coalition (JHCC)/Coalition of Labor Originations (CLO) Update

Maury Koffman and Melanie Waltz updated the board regarding the Coalition of Labor and the Joint Healthcare Committee Coalition as well as Best Doctors and changes to StraightLine benefits.

APA 2016 Annual Picnic Reflections

Maury Koffman updated the board and discussion occurred regarding the success of the picnic May 16th. It was determined about 300 people attended this year's picnic.

MEA Spring 2016 Representative Assembly Review

Discussion occurred regarding the Representative Assembly attended by APA.

ANNOUNCEMENTS

Upcoming Board Meetings:

August Meeting – August 9th

Upcoming MEA Meetings:

MEA Executive Committee Meeting – July 21

MEA Board of Directors Meeting – July 22

MEA Summer Leadership – July 26th – 28th

Executive Session

ADJOURNMENT

Todd Ring moved to adjourn. The motion was seconded by Nicole Proctor and was approved. Meeting was adjourned.

8H Coordinating Council

Meeting minutes are respectfully submitted by,

Deb Porter