

MSU Administrative Professional Association MEA/NEA
Minutes of Executive Board Meeting
Virtual Meeting
February 9, 2021
2:00 PM

APA Board Present: Darius Bradley, Sue Brandt, Jim Brinker, Pat Hampton, Tonya Jamison, Heather Litts, Jamie Lynn Marks, Martin McDonough, Nicole Proctor-Kanyama, Jeremy Romel, Leo Sell, Kandy Slack

Excused: Jared Andrews, Todd Ring, Tim Woods

MEA Staff Present: Shannon Alston

General Members Present: 23 members attended via Zoom.

CALL TO ORDER

Martin McDonough called the meeting to order.

Welcome and Introduction

Welcome to all members attending.

Approval of Agenda

Nicole Proctor-Kanyama moved to approve the agenda with flexibility. Motion seconded by Jamie Lynn Marks and carried.

Approval of Meeting Minutes

Minutes of January 12th, 2021. Without objection we will accommodate grammatical and formatting updates as suggested by Jim Brinker. Sue Brandt moved to approve the minutes. Motion seconded by Pat Hampton and carried.

REPORTS

President's Report

Martin McDonough provided his report electronically. Martin McDonough presented his president's report with discussion regarding member issues, meetings and events. He contacted O.I.E. to clarify which issues fall under mandatory reporting.

Vice President's Report

Pat Hampton provided her report to the board electronically. Discussion of completion of Area Representative (AR) orientation program. Asked that if anyone is interested in becoming an AR to contact her. Recognized those who attended the January 2021 AR meeting. After the March APA election, names of those currently serving as AR's in training will be brought forth to the

board for AR appointment. Bylaws currently require this be done after the March election with an effective start date of September 1.

Treasurer's Report

Sue Brandt provided her report with updated financial statements from January. The report was distributed to the board electronically. Sue stated that the final \$1000 check from the MEA member engagement grant was received, for a total of \$2700. ALG has completed annual audit; all looks good and preliminary draft of audit reviewed with board.

MEA Uniserv Report

Shannon Alston presented her report with discussion regarding outreach/training, organizing, and member issues. The report was provided to the board electronically. Going to be hosting "Free Speech and Social Media" training in February. February MYK will be on performance/annual evaluations and in March MYK will be on how to ask for a raise. Stated that staff impact statements which will be addressed in future MYK programs. Shannon and Martin will be presenting at MEA-ESP and NEA-ESP conferences.

Committee Reports

Community Based Events – Pat Hampton reported the committee has been busy figuring out creative ways to engage the community. On February 16th, a virtual tour of the MSU FRIB will be offered to APA members in good standing. The Committee is also doing research on a Virtual 5K. Please contact Pat Hampton with ideas or suggestions for future events.

Communications – Darius Bradley reported the committee has setup the APA Facebook group which currently has 39 members. Next newsletter distribution date target is Friday, February 12. Darius also stated that upcoming events will be listed on the calendar of the APA website.

Legislative – Tonya Jamison encouraged members to stay engaged and educated on upcoming elections and matters that affect them. It was also stated that no union dues are ever spent on political campaigning. Tonya provided a resource link in the chat of the webinar <https://pac.mymea.org/>.

Membership – Kandy Slack presented an update including group and one-to-one new member orientations. As of February, total prospective member count is 2,879. Total number of active members is 1,934. 17 new hires so far this month. Kandy clarified that numbers fluctuate due to hiring, retirements and people changing jobs between unions. Kandy mentioned the FRIB tour, currently have 200 registered, with a capacity of 500. Kandy mentioned upcoming MYK events and stated the online engagement luncheon at FRIB will be scheduled at the end of February. There will also be two Virtual Storytime's with Nick Adkins: March 17 (12noon) and March 18 (7pm).

Elections – Moved to New Business.

Grievance – Grievance report distributed.

Finance – Sue Brandt stated the tax accountant used by APA is retiring. Finance Committee worked on a Request for Proposal and will present a recommendation to the board in March.

D.E.I. – Jeremy Romel reminded attendees that February is recognized as Black History Month, but should be considered all year. Stated that they had good turnout for the MSU MLK Week event where MEA presented a session on anti-bias training. Elbony Hawkins, committee co-chair, recommended the following members be added to the DEI Committee: Sue Carpenter, Anna Marie Pelizzari-Rodriguez. Martin motioned to appoint the members to committee, Jim Brinker seconded. Motion carried.

Professional Trainings and Conferences

MEA Winter Conference attendees:

Kandy Slack attended “Growing Membership” and “Mentors” workshops through MEA.

Darius Bradley attended “Bargaining Basics: Part 1 and Part 2” and “Members Benefits with the MEA”.

Pat Hampton attended “Bargaining Basics: Part 1 and Part 2”.

Sue Brandt attended sessions on racial and social justice as well as how to protect members with disabilities, specifically called 504 plans.

Martin attended many sessions as well.

MEMBER QUESTIONS, COMMENTS, AND CONCERNS

Members could submit questions via the Zoom Q and A section or raise their hand to ask a question. No questions from members at this time.

BUSINESS AND DISCUSSION ITEMS

APA Strategic Retreat

Martin McDonough deferred this to March meeting.

JHCC Update

Martin McDonough reiterated the October, 2021 base wage increase is 2.75% split 40% across the board and 60% based on merit. The current healthcare agreement expires the end of 2021. Kandy Slack said that a link was sent to members with a survey about healthcare. Shannon said that members will be surveyed again as the process continues.

Elections Committee

Martin McDonough stated Tim Woods has stepped down as Chair of the Elections Committee due to work demands. Martin brought forward Heather Litts for new Elections Committee Chair and Sue Brandt as Assistant Elections Committee Chair. Jamie Lynn Marks made motion, Pat Hampton second, motion carried. Martin McDonough lead discussion about 3-1(g). delegates. Heather Litts outlined the process and dates for the upcoming March 2021 election. Nominations will open February 10 and close February 19 at 5pm. Voting will begin March 16 and close March 25 at 5pm. Members will be notified of the nomination and voting timelines via email from Martin, MSU-APA newsletter, MSU-APA website, Facebook page, and via postcard mailed to member homes, the later of which is required by election procedures.

Microsoft Teams

Martin McDonough deferred this March meeting.

ANNOUNCEMENTS

Upcoming APA Executive Board Meeting

March 9, 2021 2pm Virtual Meeting

Upcoming MEA Events

February 17, 2021 6pm, Region 8 meeting

April 23, 5:30 – 10:00p.m. and April 24, 9:00 a.m. – 3:00 p.m. (Tentative end time) - MEA Representative Assembly

Upcoming NEA Events

June 30 - July 3, 2021, NEA-Representative Assembly (RA)

Executive Session

Motion by Sue Brandt to enter executive session to discuss bargaining strategy on health care negotiations and to protect member privacy. Seconded by Kandy Slack. Motion carried. Motion to rise and report by Leo Sell and second by Nicole Proctor-Kanyama. Motion carried.

Adjournment

Heather Litts moved to adjourn. Motion seconded by Darius Bradley and carried.

Meeting minutes are respectfully submitted by Heather Litts for Jared Andrews.

Updated 2/23/2021