

MSU Administrative Professional Association MEA/NEA  
Minutes of Executive Board Meeting  
Virtual Meeting  
March 9<sup>th</sup>, 2021  
2:00 PM

#

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

**Excused:** Tim Woods

**MEA Staff Present:** Shannon Alston

**General Members Present:** 18 members attended via Zoom webinar.

### **CALL TO ORDER**

Martin McDonough called the meeting to order and conducted a roll call of the board.

### **Welcome and Introduction**

Welcome to all members attending this Zoom webinar!

### **Approval of Agenda**

Jeremy Romel moved to approve the agenda with flexibility. Motion seconded by Nicole Proctor-Kanyama and carried.

### **Approval of Meeting Minutes**

Minutes of February 9<sup>th</sup>. Sue Brandt moved to approve the minutes as distributed. Motion seconded by Jim Brinker and carried.

## **REPORTS**

### **President's Report**

Martin McDonough presented his president's report with discussion regarding member issues, meetings, and events. The report was distributed to the board electronically. Discussion regarding reduction of RHS summer camps and end of bonus jobs over the summer. The current LOA on furloughs ends June 30<sup>th</sup>. Discussion regarding a member issue with MSU Benefits Plus payroll deduction.

### **Vice President's Report**

Pat Hampton provided her report to the board electronically. Pat welcomed all members and Area Representatives (ARs) in attendance. She is currently scheduling one-on-one sessions with ARs. New AR Training will begin in April, and current ARs and Executive Board Members are

invited to attend. Thank you to Dolores and Shannon for their help in the process. Recognition of those who attended the February, 2021 AR meeting.

### **Treasurer's Report**

Sue Brandt provided her report with updated financial statements from February. The report was distributed to the board electronically. APA has received an MEA spring grant from the Building Full Capacity Locals Program.

### **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. The MEA Free Speech and Social Media Training was well attended last week. The March More-You-Know training will be on how to ask for a raise. Discussion regarding qualifications for paid parental leave policy.

### **Committee Reports**

Membership – Kandy Slack presented a membership update including group and one-to-one member orientations. The report was provided to the board electronically. Recent events include FRIB Virtual Tour, February More-You-Know session, FRIB Community Engagement, and MEA Social Media-Free Speech event. Upcoming events include Virtual Story Time *Sloth VS Turtle* on 3/17 at noon, Virtual Story Time *The Great Big Scary Monster* on 3/18 at 7pm, More-You-Know on “How to Ask for a Raise” on 3/23 at 12pm, and Holmes & Fee Neighborhood Community Engagement on 3/25 at 12pm.

Community Based Events – Pat Hampton reported that the committee is working on a virtual 5k. The committee is also working on a live stream screening and panel discussion of the film, Ring of Silence, on human trafficking awareness. She is hoping for a collaboration between APA/MEA/NEA. On behalf of the CBE committee, Pat Hampton moved for board support for the event in general and APA support if MEA/NEA choose not to support it. Motion for concurrence seconded by Darius Bradley carried.

Communications – Darius Bradley reported the committee has been working on an APA Facebook group, which now is up to 73 members. A new calendar for the APA website is in the works to provide clear information about all upcoming events.

Legislative – Tonya Jamison shared that upcoming elections will be held on May 4<sup>th</sup>, 2021. Tonya provided the Michigan Secretary of State link in the chat to members attending. Discussion regarding the ability to be added to the Michigan permanent absentee list.  
[https://www.michigan.gov/sos/0,4670,7-127-1633\\_101996---,00.html](https://www.michigan.gov/sos/0,4670,7-127-1633_101996---,00.html)

Elections – Heather Litts reported that APA 2021 elections will open March 16<sup>th</sup> and will be open until March 25<sup>th</sup> at 5pm. Additional communications and voting link will be sent to members via the APA ListServ.

Grievance – Martin McDonough presented an update on six grievances in progress. Two grievances in arbitration.

Finance –All business covered by Treasurer’s report.

D.E.I. – Elbony Hawkins reported the committee met this week. A flyer will be distributed shortly on the upcoming Cezar Chavez event on March 21<sup>st</sup>. The D.E.I. committee is contributing to this event for the community. The next order of business for the committee is to work on the religious calendar.

### **Professional Trainings and Conferences**

Pat Hampton is attending the NEA Higher Ed conference this week and the NEA ESP Conference next week. APA is presenting at the MEA ESP Conference starting March 25<sup>th</sup>.

### **MEMBER QUESTIONS, COMMENTS, AND CONCERNS**

Members could submit questions via the Zoom Q and A section or raise their hand to ask a question. Questions answered by the board and UniServ director regarding COVID specific FMLA categories and benefits.

### **BUSINESS AND DISCUSSION ITEMS**

#### **JHCC Update**

Martin McDonough reported meetings are currently being used for healthcare negotiations.

#### **MEA RA Delegation Registration**

Martin McDonough asked all delegates to complete registration. Shannon Alston and Kandy Slack reiterated the need for all delegates to participate for the voice of our membership to be heard.

#### **Accounting/Tax Services**

Sue provided an update on selecting a new tax and accounting service. The RFP was provided to the board electronically. Sue moved that the board select Simplified Tax and Accounting as our new provider. Motion seconded by Kandy Slack and carried.

### **ANNOUNCEMENTS**

#### **Upcoming APA Executive Board Meeting**

April 13, 2021 2pm Virtual Meeting

#### **Upcoming MEA Events**

March 17, 6 p.m., Region 8 Council Virtual Meeting

March 25-27, 2021, MEA ESP Virtual Conference

April 23, 5:30 PM – 9:00PM and April 24, 9:30am – 3:00PM MEA Virtual Spring Representative Assembly

**Upcoming NEA Events**

March 19-21, NEA ESP Virtual Conference

June 30-July 3, 2021, NEA Virtual Representative Assembly

**Executive Session**

Kandy Slack moved to enter executive session to discuss bargaining strategy. Motion seconded by Jared Andrews and carried. Motion to rise and report by Leo Sell and seconded by Pat Hampton. Motion Carried.

**Adjournment**

Jared Andrews moved to adjourn. Motion seconded by Jim Brinker and carried.

Meeting minutes are respectfully submitted by Jared Andrews.