

**Staff Council Presidential Advisory Committee Minutes**  
**Thursday, October 15, 2020**  
**Zoom Connect**

**Attending Members:** Cissy Glowth, Kristell Padel, Jose Arce, Christine Rivera, Brian Villar, Jamie LaMoreaux, Iolanda Guseman, Melinda Kramer, Carey Morales, Janny Colon, Gwen Hubbs, Page Curry, Justin Strobel, Emilia Paris, Jeff Golub, Damien Money, Kay West and Synithia Dowdell

**HR Representative:** Michelle Brooks and Elizabeth Herrera

**Guests:**

**Note:** Staff Council meets every third Thursday of the month. Committees meet separately and may pick their own meeting schedule day and times amongst their committee. Anyone is welcome to attend Staff Council meetings, however, only Staff Council members have voting rights. In the event that you are not able to attend a meeting please notify a committee officer immediately. The charter states if you miss four meetings (excused or unexcused) you will be subject to dismissal, at the discretion of the President and Secretary.

Meeting called to order at 9:29 a.m.

**1. Welcome/Updates**

- Cissy welcomed the group.

**2. Approval of Minutes**

- Motion to accept minutes: Melinda Kramer
- Second to accept minutes: Jamie LaMoreaux
- Motion passed

**3. Roll Call Attendance:**

- Sign in sheet in lieu of roll call.

**4. Treasury Report:**

- Checking Account Balance 9/30/2020 \$ 6695.90
- Savings Account Balance 9/30/2020 \$ 598.64
- Dividends 9/30/2020 \$ .28

**5. Human Resource Updates: Michelle Brooks and Elizabeth Herrera**

- No response from AFSCME regarding Collective Bargaining.
- End of Year Leave Accrual
  - Reminder to use excess annual leave to prevent it from rolling over into sick leave.
  - USPS non-exempt employees 240 hour max.
  - USPS exempt employee 352 hour max.
  - You are able to review your LAPER or pay stub to see available balance.
- Benefits Fair
  - Will not be face to face.

- HR will be sharing the link for online Benefits Fair.
- 2020-2021 Open Enrollment
  - Runs from October 19 through November 6.
  - If you have not received statement from People First regarding current benefits you should be receiving this shortly (via mail).
- Questions for HR
  - It was mentioned that the HR website on hiring USPS has not been updated since 2013. Michelle Brooks will relay this information to Talent Acquisition.
  - Council will look into having someone from Talent Acquisition come to meet with council to answer questions for those that may be on hiring committees.

## 6. *Committee Updates*

- ❖ Marketing
  - No Report
- ❖ Special Events/Fundraising Committee
  - No report.
- ❖ Scholarship Committee
  - Record number of applications received.
  - 12 for Employee Scholarship
  - 10 for Bookstore
  - Scholarship meeting next week to pick awardees.
- ❖ Goodwill
  - No report.
- ❖ Research Committee
  - No report.
- ❖ Elections Committee
  - No report
- ❖ Charter Committee
  - Has held weekly meetings to review and update charter.
  - Will be presenting finished charter for review at November of January council meeting.
  - Once approved changes take effect July 1.

## 7. *New Business*

- Meeting Dates
  - The council discussed setting up a new meeting date.
  - Motion made to change meeting from the 3<sup>rd</sup> Thursday of each month to the 3<sup>rd</sup> Wednesday of each month.  
Motion made by Jamie LaMoreaux  
Second Melinda Kramer  
Motion passed and new date will go into effect with new charter July 1.
- Continued discussion about possible donation items to Libtech.

- Motion made to purchase a SLR Digital Camera Bundle, Lightbox, 2 Webcams and any other requested items with total purchase not to exceed \$1000.  
Motion made by Jamie LaMoreaux  
Second Justin Strobel  
Motion passed.
- Merging of AP and USPS for Staff Council
  - Motion made that when we open our application in the spring that we allow AP to submit application and bring them on in July.  
Motion made by Carey Morales  
Second Page Curry  
Motion passed and we will open applications up to AP.
- It was suggested that we could stagger some of the officer's roles such as the Secretary and Parliamentarian from the current 2 years to 1 year so that the entire board of Officer's does not step down at one time.

## **8. *Adjournment***

- Motion made to adjourn meeting: Carey Morales
- Second to adjourn meeting: Jamie LaMoreaux
- Motion passed meeting adjourned 11:08 a.m.