

Staff Council Presidential Advisory Committee Minutes
Thursday, September 17, 2020
Zoom Connect

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

HR Representative: Ashley Longoria and Michelle Brooks

Guests: President Alexander Cartwright

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: Page Curry
- Motion passed

3. Roll Call Attendance:

- Sign in sheet in lieu of roll call.

4. Treasury Report:

- Checking Account Balance 8/31/2020 \$ 6695.34
- Savings Account Balance 8/31/2020 \$ 598.64
- Dividends 8/31/2020 \$.28

5. Human Resource Updates: Ashley Longoria

- HR has been unsuccessful in attempts to meet with AFSCME. Cissy Glowth did attempt to contact parties with no response.
- Benefits Fair Update
 - Will be a virtual Webinar and will consist of a series of webinars on YouTube. Will consist of both live and recorded videos.
 - Webinars will be in in both English and Spanish as well as ADA compliant.
- Sick Leave Pool
 - If not a member please consider contributing.

- Please promote to co-workers that may not know about this benefit or may not yet be enrolled.
 - If you have questions regarding this benefit and eligibility you may contact Leave of Absence Department in HR.
- EAP Program
 - Offer services of both professional and professional nature.
 - Has a Supervisory Awareness Program to help supervisors deal with employee issues.
- 2020-2021 Open Enrollment
 - Please make sure that mailing address is up to date.
 - October 5 Open Enrollment information will begin going out via mail.
 - Open Enrollment period is October 19 – November 6.
 - Changes for 20-21
 - Tele Health has become permanent option. Contact Health Plan provider directly for more information.
 - Health Savings account increase; \$50 for individuals and \$100 for families.
 - Security Financial Optional Life premium is based on coverage plus age and salary. If you are enrolled in this plan there will be a slight increase. Do not have breakdown yet but will be included in update information that will be sent out.
 - MetLife and Ameritas Dental will have slight increase. Do not have breakdown but will be included in update information.

6. *Committee Updates*

- ❖ Marketing
 - Brochure updated and sent to HR for Benefits Fair Website.
- ❖ Special Events/Fundraising Committee
 - No report.
- ❖ Scholarship Committee
 - Fall 20 scholarships posted.
 - Already received 15 applications.
- ❖ Goodwill
 - September birthday announcements have been distributed.
 - Still researching “positive message” email.
 - Will check into a corporate account for Jacqui Lawson or Hallmark accounts.
- ❖ Research Committee
 - No report.
- ❖ Elections Committee
 - No report
- ❖ Charter Committee

- Committee has met twice. Going over charter changes that are being suggested by Sheila Daniels and making our own edits.
- Once changes complete will bring rough draft to council for review and approval.

7. *New Business*

- Libtech service that allows students, staff and faculty to check out equipment for university projects. Several items that staff look for are unavailable. Question was brought forth as to if the council could purchase and donate some of the items needed. Page will follow up with list of needed items, as well as how returns and damages are handled, and committee will vote at next meeting. This was tabled as Page had to leave the meeting. Committee wants to know how many people are requesting the items on the list, how recent and how often before deciding.
- Looking to change future meeting dates so that Maureen Binder may attend. Current meeting conflicts with BOT meetings so HR Advisor has not been able to attend.
- Brought up topic of moving the Staff Assembly from April to July. This aligns better with the introduction of new members as well as helps with scheduling the room.
- President Cartwright addressed the Council this morning to provide updates on COVID, enrollment and the current state of the budget.

8. *Adjournment*

- Motion made to adjourn meeting: Carey Morales
- Second to adjourn meeting: Jamie LaMoreaux
- Motion passed meeting adjourned 11:00 a.m.