

Administrative Professional Association

Minutes of Meeting
Tuesday, September 20, 2016
2:00 PM

Members Present: Sue Brandt; Carol Graysmith; Pat Hampton; Maury Koffman; Martin McDonough; Erica Phillipich; Deb Porter; Jen Shangraw; Melanie Waltz; Laura Wise

CALL TO ORDER

Maury Koffman called the meeting to order.

APPROVAL OF AGENDA

Agenda of September 20, 2016, Meeting

Jen Shangraw moved that the agenda for September 20, 2016, be approved as distributed. The motion was seconded by Laura Wise and was approved.

APPROVAL OF MEETING MINUTES

Minutes of August 9, 2016 Meeting

Martin McDonough moved that the minutes of the meeting of August 9, 2016, be approved as distributed. The motion was seconded by Pat Hampton and approved.

Official Guest

Presidents Report

Maury Koffman presented his report with discussion occurring regarding member issues, meetings and announcements.

Treasurers Report

Erica Phillipich presented the monthly treasurers report.

Committee Reports

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

Community Based Events – Nothing to report

Contract Maintenance/Grievance – Nothing to report

Finance – Nothing to report

Legislative – Nothing to report

Membership – Maury Koffman updated the board on the Community Lunches and the Lunch-n-Learns scheduled.

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

UniServ Report

Melanie Waltz presented the UniServ report including Grievances, New Member Orientation, Employee Evaluations, the completion of the Area Rep Training sessions and other issues.

MEMBER QUESTIONS, COMMENTS, AND CONCERNS BUSINESS AND DISCUSSION ITEMS

Joint Health Committee Coalition (JHCC) Update

Maury Koffman and Melanie Waltz updated the board regarding the Coalition of Labor and the Joint Healthcare Committee Coalition.

Appointment of APA 2016-2017 Area Representatives

Maury Koffman presented on Dennis Seybert' behalf the request to appoint the individuals nominated last month for the 2016-2017 Area Representatives.

Carol Graysmith moved to approve Ezra Brooks, Matthew Evans, Tammi Slocum, Tammy Smith, Nicki Walker and Elizabeth Wheeler the 2016-2017 Area Representatives. The motion was seconded by Erica Phillipich and approved.

Appointment of APA 2016-2017 Standing Committees

Maury Koffman presented the board with the suggested committee assignments.

Sue Brandt moved to approve the 2016-2017 Committee Assignments. The motion was seconded by Martin McDonough and approved.

October 2016 1% Across-the-Board APA Base Wage Increase

Maury Koffman reminded the board that this year's wage increase will be 1% to the base.

ANNOUNCEMENTS

Upcoming Board Meetings:

October 25, 2016

November 15, 2016

November 15, 2016 APA Annual Membership Meeting

December 13, 2016

Upcoming MEA Meetings:

October 7, 2016 MEA Board of Directors

October 8, 2016 MEA Fall Representative Assembly

October 21, 2016 MEA Higher Education Conference

October 21, 2016 MEA Executive Committee

Executive Session

Pat Hampton moved to suspend the board meeting and go into Executive Session to discuss bargaining updates. The motion was seconded by Deb Porter and approved.

Jen Shangraw moved to return out of Executive Session. The motion was seconded by Pat Hampton and approved.

ADJOURNMENT

Martin McDonough moved to adjourn. The motion was seconded by Carol Graysmith and was approved. Meeting was adjourned.

8H Coordinating Council

Meeting minutes are respectfully submitted by,

Deb Porter