

MSU Administrative Professional Association MEA/NEA
Minutes of Executive Board Meeting
MEA Headquarters, East Lansing
1350 Kendale Boulevard
Tuesday, November 12, 2019
2:00 PM

APA Board Present: Jared Andrews, Darius Bradley, Sue Brandt, Patricia Hampton, Tonya Jamison, Maury Koffman, Jamie Lynn Marks, Martin McDonough, Nicole Proctor-Kanyama, Todd Ring, Jeremy Romel, Leo Sell, Kandy Slack, Laura Wise and Tim Woods.
(Full Executive Board Present)

General Members Present: None

MEA Staff Present: Dennis Seybert

CALL TO ORDER

Maury Koffman called the meeting to order.

Welcome and Introduction

Welcome to Darius Bradley and Jeremy Romel, new executive board members.

Approval Of Agenda

Darius Bradley moved to approve the agenda with flexibility. Motion seconded by Jeremy Romel. Motion Carried.

Approval of Meeting Minutes

Minutes of October 15, 2019 meeting. Leo Sell moved to approve the minutes as distributed; seconded by Pat Hampton. Motion carried.

REPORTS

President's Report

Maury Koffman presented his president's report with discussion regarding member issues, meetings and events. Discussion of numerous questions about the new APA contract/benefits and positive feedback. Discussion regarding a member's concern an unqualified individual was hired in their office and the decision process as required by state law. Update that a department's request to extend probation for a maternity leave has now been withdrawn. Discussion regarding holding an event for APA Area Representatives to meet with the Executive Board before the end of the year.

Vice President's Report

Martin McDonough presented his vice president's report with discussion regarding member discussions, meetings and events. Martin began his term as full-time release on October 22, 2019.

Treasurer's Report

Sue Brandt presented her financial report as of 10/31/2019. Sue reported finances are on track and that she will be meeting with ALG for a financial review on 11/14/2019. She will be setting up ACH to limit the amount of physical checks that need to be issued.

Committee Reports

Legislative – Tonya Jamison met with MEA president Paula Herbart to discuss voter outreach program materials at the annual Martin Luther King Jr. event. The committee is hoping to hold a drawing at APA tables and work with Diane Byrum on voter registration for Ingham County.

Area Representative Program – Martin McDonough reported the program is now focusing on an organizing vision program between MEA and APA.

Grievance Committee – Martin McDonough reported the committee is working on two new grievances this month. One is at step two.

Community Based Events/ Membership – Kandy Slack gave an update on twenty-three new member orientations, three More-You-Know sessions, three one-year lunches including one in Flint, two membership planning meetings, one Area Representative meeting, and one community lunch. Martin Luther King Jr. planning meeting to be held 11/15/2019 to work on union involvement for 2020. Coffee and cookies event to be held next week for OBUMs at the FRIB. Community Based Events / Membership Committee will meet this Friday, 11/15/2019.

Elections – Kandy Slack reported that the elections committee met to review the results of the membership vote to ratify the 2019 - 2023 contract. In total, 675 members cast a ballot. 647 (96%) votes were cast in support of ratification and 28 (4%) votes were cast in opposition. Jared Andrews moved to accept the report of the certification of the ratification vote, including the results; seconded by Sue Brandt. Motion carried.

Communications- Sue Brandt reported she is working with Todd Ring to update the website. The newsletter will continue to publish news of union business only. The next newsletter is going out the week of 11/18/2019. Updated APL rates to be posted on APA website.

UniServ Report

Dennis Seybert presented his report with discussion regarding outreach/training and member issues. The executive board offered their genuine and sincere thanks to Dennis for his service and wished him well in his second retirement.

Professional Development Trainings

Tonya Jamison has been accepted to attend the 2019-2020 Minority Leadership & Women's Leadership Training Seminar in Los Angeles, CA, presented by NEA the first weekend of December. Martin McDonough to attend the NCUEA Fall conference in Savannah, Georgia from December 4-7, 2019. Kandy Slack, Sue Brandt, and Martin McDonough to attend NEA's 2020 ESP Supporting Our Own Through Peer Mentoring Training, which will be held January 11-12 at NEA headquarters in Washington, DC.

BUSINESS AND DISCUSSION ITEMS

Provost Search Committee Update

Nicole Proctor-Kanyama has been selected to serve on the committee. She is looking for input from the eboard on core competencies needed for a successful candidate.

APA Contract Ratification

Discussion to clarify yearly progression wage increases as determined by MSU service months. Departments have been using arbitrary rules to decide employee's October base wage increases. Information to be posted on the APA website and as an insert in the new contract.

Joint Health Care Committee (JHCC) Update

The last two sessions of the JHCC were canceled. There has been a slight reduction in generic prescription drug use.

APA Annual Membership Meeting Update

The meeting will be held at 5:15pm today, 11/12/2019, in room 147 Comm. Arts. Committee reports will be available to members.

Membership Engagement Update

Kandy Slack met with Dolores Tufaro regarding the use of an application called "Hustle" to better coordinate organizing efforts.

ANNOUNCEMENTS

Upcoming APA Executive Board Meetings:

APA annual membership meeting at 5:15pm, 147 Comm. Arts

Region 8 meeting December 4, 2019

December 10, 2019

January 14, 2020

Adjournment

Martin McDonough moved to adjourn; seconded by Laura Wise and carried.

Meeting minutes are respectfully submitted by Jared Andrews.