

MSU Administrative Professional Association MEA/NEA  
Minutes of Executive Board Meeting  
Virtual Meeting  
December 8<sup>th</sup>, 2020  
2:00 PM

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

Excused:

MEA Staff Present: Shannon Alston

General Members Present: Elbony Hawkins - DEI Chair, 28 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**

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

**Approval of Meeting Minutes**

Minutes of November 10<sup>th</sup>. Darius Bradley moved to approve the minutes as distributed. Motion seconded by Kandy Slack 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. Martin has been assisting members with questions regarding retirement, furlough and parental leave. Martin attended the 2020 NCUEA meeting last week. Discussion regarding yearly longevity payment.

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

Pat Hampton provided her report to the board electronically. Pat has been working extensively with MEA organizers and Kandy Slack to revamp the Area Representative program, which is almost finished. Shout out to Jim Brinker and Ian Cameron for their involvement in reaching out to potential members.

### **Treasurer's Report**

Sue Brandt provided her report with updated financial statements from November. The report was distributed to the board electronically.

### **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. Shannon is working with members regarding the recent LOA on furloughs and the MSU response to COVID-19. The More-You-Know training for December, Grievances vs. Grievances was held last week. Shannon is looking for ideas for the next More-You-Know. Later this week, the MEA True Colors training will be presented to the executive board. Two additional training presented in January will be the MEA Why Union training and grievance processing. Shannon is continuing to take part in the Covid community preparedness meetings with the Governor's office.

### **Committee Reports**

**Membership** – Kandy Slack presented an update including group and one-to-one new member orientations. As of this week, 262 new members have joined APA in 2020. As of December, total prospective member count is 2,891. Total number of active members is 1,946. 13 new hires so far this month. Kandy clarified that numbers fluctuate due to hiring, retirements and people changing jobs between unions. New members from August 1<sup>st</sup> -November 30<sup>th</sup> went go into a drawing for 22 MSU/APA/MEA swag bags. Sixty-Three new members were entered into the drawing. Kandy and Pat are continuing to hold virtual member engagement events throughout neighborhoods. Almost one hundred members participated in the MSU tours through RHS last month. Members were entered into a drawing for gift cards after submitting a post event survey. Members are always encouraged to contact Kandy or Martin if they want to get more involved.

**Community Based Events** – Pat Hampton reported the committee has been busy figuring out creative ways to engage the community. A special, virtual campus tour was available last month with almost one hundred in attendance. On February 16<sup>th</sup>, a virtual tour of the MSU FRIB will be offered. Please contact Pat Hampton with ideas or suggestions for future events.

**Communications** – Darius Bradley reported the committee has been working on an APA Facebook group (not yet open to members), intended to be an additional out-facing communication tool for APA. He asked the board to take a look and provide comments before the next meeting. The next newsletter will be released within the next week and will include an article on the new DEI committee.

Legislative – Tonya Jamison thanked everyone for participating in the record setting voting process in Michigan. The next meeting of the legislative committee will be after the first of the year. The Martin Luther King Jr. (MLK) celebration will be the 21<sup>st</sup> of January.

Elections – no new business.

Grievance – Martin McDonough presented an update. Several new grievances in progress. Many issues are related to the LOA on furloughs and on the October base wage increase. The Grievance Committee met earlier today.

Finance – No meeting this month. All business covered by Treasurer’s report.

D.E.I. – Elbony Hawkins reported the committee has met two times over the last month and a half. They are forming a very open and involved group. The committee is working on drafting their mission and vision statements. They are also working with other committees to have an active presence across the MSU community. Elbony Hawkins is attending the planning sessions for the MLK celebration on January 21<sup>st</sup>. They will be working with MEA on anti-bias training. The committee is also working with the Cesar Chavez committee.

### **Professional Trainings and Conferences**

Kandy Slack and Martin McDonough attended the NCUEA training last week. They presented their reflections. Martin spoke on the Urban and Minority Issues Dialog UMID presentation.

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

Martin McDonough spoke on the extension of the furlough agreement and RHS bonus jobs agreement through June 30, 2021. Information posted in the Zoom chat regarding a NEA student debt support clinic on December 12<sup>th</sup> from 12pm-4pm. Shannon Alston reported she will be attending a session soon on the president elect’s student loan forgiveness proposal.

Members could submit questions via the Zoom Q and A section or raise their hand to ask a question. Several questions were answered by the board and UniServ director regarding Covid-19 vaccinations, benefits for all members for contractual issues only vs. additional benefits for members in good standing, parking fees.

### **BUSINESS AND DISCUSSION ITEMS**

#### **APA Strategic Planning Retreat**

The next session will be this Thursday at 2pm for the MEA True Colors training. Dates are being considered for the January meeting.

**Executive Board Vacancy**

Martin recommended area representative Jim Brinker to fill the executive board vacancy created by Laura Wise's departure, immediately through August 31, 2021. Motion for concurrence moved by Nicole Proctor- Kanyama and seconded by Darius Bradley. Motion carried.

**JHCC Update**

Martin McDonough reported conversations will begin soon for the renewal of the healthcare contract.

**APA Facebook Group Proposal – MSU APA Communications Group**

Darius Bradley provided an update on the group for members in good standing. Membership will be audited monthly. The goal is to provide faster communication and share photos with members. Darius asked for board concurrence on the activation of the group for a six-month trial. Discussion regarding administrators for the group and announcement to members. Jared Andrews moved to allow the activation of the group as described for the six-month trial. Motion seconded by Nicole Proctor-Kanyama and carried. Leo Sell was opposed. Sue Brandt abstained. Kandy Slack commented this is an additional organizing tool.

**ANNOUNCEMENTS**

Upcoming APA Executive Board Meeting

January 12, 2021 2pm Virtual Meeting

Upcoming MEA Events

December 2<sup>nd</sup>, 6pm, Region 8 meeting

February 1<sup>st</sup> -5<sup>th</sup> 6-8pm and 6<sup>th</sup> 9am-1pm, MEA Winter Conference (Virtual)

**Executive Session**

Nicole Proctor-Kanyama moved to enter executive session to discuss bargaining strategy. Motion seconded by Sue Brandt and carried.

**Rise and Report**

Jim Brinker moved to rise and report. Motion seconded by Nicole Proctor-Kanyama and carried.

**Adjournment**

Tonya Jamison moved to adjourn. Motion seconded by Pat Hampton and carried.

Meeting minutes are respectfully submitted by Jared Andrews.