

MEETING MINUTES - NOVEMBER 19, 2020

Date: November 19, 2020

Time: 1:00 pm

Location: BlueJeans

Attendees:

Katt Warner, Carol Gribbin, Leone Thierman, Sarah Gill, Tina May, Chynna Slocum, President Hilgersom, Andy Hughes, Julia Bledsoe, Lisa Farmer, Julie Ellsworth, Rebecca Josten, Dana Ryan, 2 Guest participants, Tommie Guy, Toni Hippert, Krystyna Sokowski, John Albrecht, Megan Van, Ben Davis, Gretchen Sawyer, Jim New, Laura Meacham, Valerie Kelley, Cheryl Scott, Cynthia Olivo, Stephanie Walden, Lana Reeves, Amber Anaya, Lauren Sanew, Carole Chouinard, Hannah Thomas, Anna Ferreira, Roxanne Sharp-Strauser, Marie Murgolo, Arkaitz Aldecoaotalora, Barbara Evans, Jackie Draper, Jennie Allan, Jenny Taufu, Peter Miller, Lee Raubolt, Tara Connolly, Thomas Dobbert, TMCC Advising, Helen Scott, Viola Pellissier, Virginia Irintcheva, Valerie Lambert, Cheli Cuevas, Ben Davis, Cindy Martin, Donna Clifford, Elena Bubnova, Eric Lopez, Terri McKinney, Jenifer Pierce, Janet Bicker, Ashley Juvera, Christopher Local, John Johnson, Natalie Brown, Rachel Blackburn, Samie Perez, Sarah Jacobsen, Shari Mathiesen, Staci Miller, Tina Ruff, 3 TMCC Academics personnel, Amber Kaaiai, Chamaea Edwards, Chris Shiavone, Dawn Ingraham, Gina True, Grecia Anaya-Arevalo, Mikey Lockrem, Scottie Lockrem, Hallie Madole, Jean Lampson, Jeff Metcalf, Lee Anderson, Nancy, Renee Caudill, Steven Meyer, Alyssa Mort, Nicole Scollard, Kim Studebaker

"The power of imagination makes us infinite." John Muir

1. Employee of the Month Awards

- Awards presented by President Hilgersom:
 - October 2020 EOM Valerie Kelley
 - July 2020 EOM Carole Chouinard
 - August 2020 EOM Jenny Taufu
 - September 2020 EOM Rachel Blackburn

2. Approve Minutes

- Motion to approve October's minutes, Cynthia Olivo made first motion, Sarah Jacobsen seconded. All in Favor. None opposed. One abstention. October minutes were approved.

3. Board Members Report

- President's Report – Julia Bledsoe
 - No Report
- Vice President's Report – Chynna Slocum
 - Gave update on EOM/EOY wall, see image attached
 - She said that Facilities has worked really hard to get the wall ready. The newest lettering is smaller than the font used for the other panels. This will be adjusted.
- Secretary's Report – Katt Warner
 - No report

- Treasurer's Report – Sarah Gill
 - Operating \$6080.87
 - Employee Recognition \$1615.89
 - Emergency Loan \$1618.50
- Hospitality Report – Rachel Blackburn
 - No report
- NSHE Representative Report – Tina May
 - Attended first NSHE meeting
 - Choosing roles - Tina to be Secretary
 - Getting ducks in a row for the upcoming year
 - Prepping for next regents meeting and what to talk about

4. Classified Council Stipend

- Distribution

➤ IF NSHE REP: President - \$500 VP - \$400 Treasurer - \$175 Secretary - \$175 Hospitality - \$175 NSHE Rep - \$175	IF NO NSHE REP: President - \$500 VP - \$500 Treasurer - \$200 Secretary - \$200 Hospitality - \$200
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- This year's stipend will include the NSHE representative
- These distributions will be added into the bylaws and both examples will be used for future reference

- ❖ Julia opened the floor up asking how other departments were being affected by the COVID as the campus moves back towards Stage 1.
 - She asked Mikey Lockrem, Facilities Maintenance Supervisor to share. Mikey said that his crew is working on restricted, rotating schedules. But there is always someone available.
 - Viola Pellissier shared that they are working with a skeleton crew at the Edison campus.

5. 12% Budget Cut next two years

- Julia sitting on the Dec, 11th first meeting of the Advisory
- During this time Julia also shared the Planning Council report.

6. Distinguished Classified Grant-in-Aid

- Please apply if you are retiring and interested in this
- The Distinguished Grant-in-Aid is not retro prior to September 2020
- Dawn Ingraham mentioned that she is retiring and was not able to find the new information on the Classified Council Page. Classified Council will need to work on some details and get the page updated as soon as possible.

7. Comp Time update

- Previously discussed there is some conflicting wording when looking how BCN and TMCC have presented the comp time policy in their handbooks.
- After Julia brought this topic of concern to NSHE & TMCC Leadership, Kim Studebaker ran a Comp/Overtime Report which brought to light some areas of concern. Leadership is aware and these are

actively being looked at and working on a resolve. Julia clarified some points and comp time must be approved

8. Upcoming Events: Silent Auction, Virtual Potluck and Recipe Book, Christmas ideas

- The Silent Auction has been postponed and will be revisited in the Spring.
- For the Virtual Potluck and Recipe Book a form is being worked on that will be sent out to ALLMailboxes for anyone who wants to participate to submit their entries.
- We want to thank everyone in advance who want to participate. We are very excited. There are already a few who have reached out to have their recipes added.
- The Professional and Classified cookbook/recipe event are separate events.

9. Blood Drive

- If you would like to donate you can reach out to Vitalant and mention NSHE code. The event is taking place until this Wednesday and they will do a statewide tally after Thanksgiving.

10. NSHE Budget Reduction Taskforce 1st Meeting - updates

- This was previously discussed

11. ARJ5 / Question 1 - Did it pass

- This did not pass but only by a very close margin

12. Student Services Closing for the week of 12/28-12/31

- These dates are Reduced Staffing Days and Student Services will not be closed.
- Concerns were raised about the announcement of the Reduced Staffing Days of Dec. 28-31

13. Furlough Q & A with guest Speaker Kim Studebaker, Human Resources Interim Director 1:45-2:00 pm.

- Kim Studebaker answered questions and provided clarifications regarding furloughs. All information will be emailed out. See below for some key points
 - 48 hours will need to be taken between Dec. 16, 2020 and June 15, 2021
 - Furlough days will be entered in Workday
 - Employee must use at least 8 hours each month. Can be taken in 4 or 8 hour increments.
 - Cannot be stacked as only 12 hours can be taken at a time
 - During the week that furlough hours are taken, no comp time will be accrued
 - Will impact base pay only. Does not impact stipends if you are paid one
 - Health Benefits cost will stay at the same rate
 - Retirement will still have the same percentage taken out
 - Possible bilingual training
- Further guidance will be coming from HR in the coming weeks.

14. New Business

- No New Business
- Please email HR at humanresources@tmcc.edu or classificedcouncil@tmcc.edu with any questions regarding clarification of furlough impact on retirement

15. Next Meeting: December 17, 2020, 1-2pm via BlueJeans

Adjourned 2:19pm

EOM/EOY Wall Photo

