

West Virginia University Staff Council Meeting Minutes

November 19, 2014

8:15 a.m.

Jerry West Lounge – Coliseum

Name	Title	Department	Present
Baldwin, Joan	Nutrition Outreach Instructor	Extension Services	No
Baldwin, Larry	Electrical Technician	HSC	Yes
Bise, Linda	Program Assistant II	HSC	Yes
Bolyard, Emmitt	Purchasing Assistant I	Facilities Management	Yes
Bremar, Nancy	Nutrition Outreach Instructor	Extension Services	Yes
Bright, Karen	Nutrition Outreach Instructor	Extension Services	Yes
Campolong, Linda	Housekeeper	RFL	Yes
Campolong, Ron	Trade Specialist	Facilities Management	Yes
Crabtree, Joan	Supervisor Campus Services	Facilities Management	Yes
Eddy, Pam	Grants Resources Specialist	Dept. of Medicine	Yes
Fletcher, Louise	Traffic Enforcement Officer	Transportation/Parking	Yes
Hammack, Diana	Accounting Clerk	Biology	Yes
Martin, Lisa	Project Coordinator Senior	Event Management	Yes
Martinelli, Dixie	Office Administrator	Extension Services	Yes
Martinelli, Paul	Program Manager	Extension Services	Yes
McCormick, Beth Ann	Admissions Coordinator	School of Medicine	Yes
Morris, Jim	Director	Employee Relations	Yes
Wodzinski, Amy	Program Coordinator	FIS	Yes

Submitted By: Janelle Squires, *Administrative Secretary, Staff Council*

Call to Order

The meeting was called to order by the Chair, Lisa Martin, at 8:15 a.m. and quorum was established. The sign-in sheet was passed around for members to sign.

First Business

Approval of October Minutes with one correction, that of a person's last name, motioned by Nancy. Diana seconded. All in favor and motion was carried.

Treasurer's Report

By Diana Hammack

Diana reported a beginning balance of \$4475.68 with only one expense for the phone of \$21.20. That leaves an ending balance of \$4454.48.

Lisa noted next month will reflect charges for some office supplies she had purchased for the Staff Council office.

Chair's Report

By Lisa Martin

Last week, she, along with Dixie and Paul, were included in an ongoing discussion regarding the proposed 40 hour work week. Janelle brought copies of the survey results to distribute to the group. This information will be sent out to WVU employees via ENEWS at a later date.

Last Friday, she attended a meeting regarding PEIA who had recently put out a survey pertaining to proposed changes for 2016. The Executive Committee, along with faculty leadership and administration, and with assistance from WVU's general counsel, Rob Alsop, composed a letter to Ted Cheatham, the Director of PEIA, with regards to these proposed changes.

On Monday, Lisa called an Executive Committee meeting to review the letter as well as obtain permission for her to sign off on the letter on behalf of classified staff. The letter was delivered directly to Ted Cheatham on Tuesday evening.

With regards to the recent article in the *Dominion Post* pertaining to faculty having to take out their own trash, it was discussed that Narvel Weese, VP of Administration & Finance, should send out another communication via ENEWS for their decision. It is not only about recycling, but also because campus service workers are needed. Lisa reported Facilities Management had made a video with Baron Smith advertising for campus service workers. Joan C. informed the group the video has been out for some time. Lisa stated she had learned they are down sixty (60) campus service workers.

Larry inquired to Jim Morris, Director of Employee Relations, about the supposed 144 employees whose positions are to be considered to be eliminated to help fund the proposed 40 hour work week and if HR was told to hold off on hiring for the campus service workers or if it is because there are no applicants. Jim indicated he is not personally informed regarding the reduction of employees for the funding and they were not told to stop hiring for campus service workers. They are actively trying to recruit. They are also looking at raising the starting wages for campus service workers for competitiveness as Ruby Memorial Hospital pays more. Joan C. added they also offer a sign-on bonus of \$250 after six months.

When Lisa attended the classified staff employee breakfast at Blaney House – which she encourages everyone to attend when they receive an invitation – a campus service worker at the College of Law, which presently has only two out of six campus service workers there, had made a comment to President Gee that there are seven supervisory positions above them. President Gee indicated they are looking at reducing layers to make the University run more efficiently.

Currently, WVU is 97.5% at market, however, some employees are paid above the average and some are paid below the average.

Pam questioned if they are really planning on cutting 144 positions to fund the 40 hour work week. Jim stated nobody will lose their jobs, it's that they will not fill vacancies. With the increase in productivity from working 40 hours/week, they will need fewer employees.

ACCE (Advisory Council for Classified Employees) Report

By Paul Martinelli

The ACCE gave their annual report to HEPC (Higher Education Policy Commission) providing an update to what they are planning and discussing.

Paul represents Extension Service classified staff on the Dean/Director Search Committee and their search for the position of Dean/Director of Extension Service has taken more time than previously thought. One thing he has recently learned is the concept of “airport interviews”. The candidates will be trimmed to a total of 8-10 with this pool being invited for interviews at the Hyatt Hotel, adjacent to the Pittsburgh International Airport; they basically fly in/out the same day. The committee is discussing taking a WVU bus to the airport, spending only one night's lodging and saving on costs. This duty is along with seven (7) meetings scheduled for the month of December.

One article he wanted to bring up that he had sent to the group is the “WVU Exploring Purchasing of Beckley Campus”. He highly recommends reading that as it may very well happen. It will include an exclusive agreement and could affect enrollment here at the main campus. The Beckley Mountain State campus at one time had an enrollment of 7,000 students but if they can recruit at least half, they can reach their enrollment goal of a total of 40,000.

Marshall University is looking for a location in the Beckley area as well with interest in undertaking the BridgeValley Technical and Community College in South Charleston, which currently has around 1500 students.

He is concerned with how this will affect community colleges and being financially able to send representatives to ACCE monthly meetings. At times, he and many other reps have obligations to attend different meetings at various locations and it would be more convenient to conference call the ACCE meetings but whenever he proposes that as an option, it is declined.

Paul received an email that stated it is rumored the 40 hour work week will go into effect January 1, however, that seems impossible as the survey was just conducted a few weeks ago and there is much more that entails implementing it. Paul informed the person that the results from the survey are completed and will be communicated to WVU employees; it is merely a rumor.

He predicts that in 2015 higher education will face many difficulties in working with the new legislature. There are many new legislators that he nor anyone else he knows, are very familiar with.

The House Bill 4078, passed in 2010, provides the public with what the legislators earn. Per Diem, there are 134 in the legislature and the average is \$131 a day; add in how many meetings they have a year, it comes to around \$20,000 per legislator with a grand total of approximately \$2.7 million we pay our legislators to try to improve higher education funding.

Chair of Senate Finance Committee, Senator Plymale, will likely initiate the most change we will see this legislative year. Senator Plymale is familiar with higher education and possesses the skills and knowledge.

He relayed he will continue to send and share whatever he comes across pertaining to higher education and legislature.

Larry commented that he mops/sweeps his own office floor as well as takes his garbage out because they won't give the custodian a key to his room. He doesn't feel it is right that they take that job from someone else although he, along with many others, do mind doing it but with WVU reporting to the *Dominion Post* that they've been in the black with a billion dollars for two years now, he doesn't understand why they're cutting jobs, not hiring and not giving raises; not to mention increasing costs from PEIA.

Linda C. inquired to Paul when the ACCE gave their report to HEPC, if there was any mention of WVU implementing the 40 hour work week and how it will affect the rest of the state. Paul indicated they have not asked him to share anything with them, they are aware of it as he has spoken to them about it. Ultimately, HEPC will have to approve it. Dixie added that Narvel said from the start that this is his "big idea" and no formal request or proposal has been given to HEPC. Lisa commented that it seems all this discussion goes on around Paul, yet no one directly asks him what is going on here at WVU.

BOG (Board of Governors) Report

By Dixie Martinelli

Dixie reported a very busy month in October. The Board of Governors meeting included the classified staff presentation given by her. She feels it was very well-received. She reported staff from Potomac State and WVU Tech had attended which she was happy to see them there as she feels it is important to include our fellow classified staff from sister institutions. She thanked those who were able to attend.

Joan Baldwin, a Nutrition Outreach Instructor for Extension, gave a very good report on what it means to be a classified staff employee out in the county. A University police officer and a Facilities Management employee also participated in her presentation.

After the presentation, the Facilities and Financial Committees met and were briefed on upcoming purchases and the new building going up on campus.

Later that evening, she attended a training session at Blaney House. She was asked many questions pertaining to classified staff. She believes the board doesn't understand why our pay

seems so low for this institution and area. Chairman Dailey (BOG) commented that he can see that staff here truly care about what they do for this institution to make it successful.

On Thursday evening, she attended a training session on branding items such as clothing, the WVU logo, etc., for WVU. Sharon Martin, VP for University Relations, gave a presentation pertaining to a group that had sent out a survey to current and potential students, community leaders, and a selected group of faculty and staff in many states asking for their thoughts on the institution and what their perceived thoughts are regarding WVU. On campus, 621 faculty and staff were sent the survey, along with 1209 students and 460 perspective students. They compared our brand to Texas A&M, Virginia Tech, Oklahoma State, Penn State, to name a few, on how well we are identified by our branding.

Some highlights of the outcome of the survey:

- It was found that the flying WV had a universal appeal but the Mountaineer should be used more selectively or modified, meaning without the gun and WVU should highlight the economic benefits of the school and the experience of college life
- The committee was surprised by the fact that most of the students who attend WVU knew nothing about the state and 40% of perspective students knew nothing as well
- On average 85% of students, perspective students, alums, faculty and staff thought that the institution provided a high-quality education at an affordable price
- 78% thought job placement was successful here
- Students thought community and family were factors in attending WVU; faculty and staff did not share those thoughts as much
- Transportation and traffic were the biggest concern for current students
- Faculty, staff and community members felt the party school image must be worked on
- Faculty and staff stated they were unhappy in how the institution is going and how they are valued as part of the institution
- Students seemed happy and satisfied overall

Sharon stated we must work with faculty and staff to make them feel more valued and let them know that we do care for them and the work they do at WVU.

On Friday, the regular BOG meeting was held. Chairman Dailey commented that staff had a great presentation and we could not have our doors open for business at this institution without them.

Several presentations were given by both the financial group and facility group indicating we are on schedule with the building plans.

Afterwards, the Audit Committee met with several items investigated and updates given.

Committee Reports

Legislative Committee

By Nancy Bremar

The Legislative Committee met after last month's Staff Council meeting to discuss the 2015 Legislative Brochure and what direction they want to go. As previously mentioned, faculty will also be included in the making of the brochure. Jennifer Orlikoff, Faculty Senate Chair, has confirmed they are on board this year.

Nancy and Jennifer both have copies of the draft and will need to ask Liz Reynolds, Associate VP for Planning and Treasury Operations, for some information. They will then meet to discuss any revisions and have something to present to Staff Council at December's meeting.

Sarah Smith, Associate VP for State and Corporate Relations, will review the final draft and give any recommendations as well.

Welfare Committee

By Linda Bise

Linda reported they held a meeting to discuss the placement of boxes for the Holiday Toy Drive and approve the sign for the boxes. Larry obtained permission to put collection boxes in the large and small cafeterias at HSC and she will relay that on ENEWS. Joan C. will ask her supervisor to put a box at her location in the residence halls.

They also discussed where to donate the toys and have decided to take them to Christian Help. They will also come to get the boxes once collected. Joan C. will assist with collecting the boxes. Lisa, Nancy and Jim will help with the boxes as well. Jim will also put a box in HR. Joan C. asked if we should inform people where the toys will be going; it was agreed we should put that on the box signs.

Lisa requested a copy of the sign for the boxes. Linda will email it to everyone to print out as needed. Lisa proposed to have the boxes out by December 1; everyone agreed. Lisa also asked Linda to put a reminder out via ENEWS of when the boxes will be collected.

Transportation & Parking

By Larry Baldwin

Larry reported that last month's meeting was canceled but have one scheduled for Friday at 8:00 a.m. to approve the final draft of the Fleet Management Procedure which he brought a copy of. If anyone has any comments, email them to Larry and he'll take it to the meeting.

Pam commented that Parking at the HSC got a new computer program and from August to October, she was over-charged \$15.50 more per pay for her parking. She had a typed letter stuck to her windshield one day that told her to check her paystub because they are over-charging ADA parking. She called payroll and is going to receive a refund after they deduct taxes and retirement but he said if it's direct deposit then he doesn't know when exactly she will receive it. Larry confirmed this happened to ADA parking spots for employees. Ron added he

knows of some employees that this happened to with regular spots as well once word got around to check paystubs.

Lisa asked Larry to find out when these employees will be refunded. Larry suggested it should be put on ENEWS to inform employees to check their paystubs.

Pam added she doesn't understand why they wouldn't just forward the funds for next year instead of cutting a check and taking out retirement and taxes since the parking fee is taken out pre-tax. Larry will find out exactly how they are going to refund because it doesn't make sense for them to take out deductions when parking is pre-tax.

Tuition Assistance Committee

By Amy Wodzinski

The deadline for Tuition Assistance applications for Spring 2015 semester was November 17th.

The next Blood Drive is scheduled for December 15th at the Waterfront Place Hotel.

Lisa wanted to mention, with regard to Tuition Assistance, that an employee at the Classified Staff Breakfast at Blaney House on Thursday that she attended, stated she would like to see staff and children of classified staff receive a better tuition rate of either free or extremely discounted tuition assistance. President Gee stated they are looking into that as one of the institutions he was at previously, offered that. Nancy added that it has already been proposed but nothing has been said.

Lisa asked the group if they would like to send faculty leadership a request for an update on that proposal. The group agreed that would be a good idea. She will send that out in January.

Compensation Committee

By Linda Campolong

They are still waiting on a set time to schedule a meeting with Facilities Management with regards to flex-time. Jim stated he and Amber are awaiting a time to meet with Facilities Management leadership, then will follow-up with the Compensation Committee and Lisa within the next week but that Barb is working on setting it up.

Election Committee

Copies of the Campaign Rules regarding the Staff Council Election were distributed. The rules were from March 2011 so Lisa suggested that they can look over them until the next meeting then decide if there should be any revisions to it and if so, to send them to council members and the Election Committee members as well. Janelle will email the Campaign Rules to council members and the Election Committee members as well as the alternates.

Jim wanted to give the group a preliminary update on the HR policy webpage. They are currently revising the HR website with hopes for it to go live in January. It will have a new look, more user friendly and be mobile friendly as well because it is important with regards to recruitment.

They are also seeking a vendor to assist them with the implementation of an applicant tracking system so that you will be able to apply for a job online instead of a paper application. This process should take around 4-5 months.

For the past several months, they have been working on updating and revising the HR policies and procedures, guidelines and webpages, etc.

Jim provided copies of the current HR website as well as the updated version for comparison. The current website lists the policies by numerical order, with really no organization. Senior Policy Analyst Samantha Burwell, directors and others have been contributing to this project for the past year.

They took all HR policies, procedures, guidelines, the various HR department webpages; added them all up and had a total of 188 documents. The new website has been reduced to 85 which is consistent with President Gee's direction on reducing redundancies, eliminating bureaucracy, and simplifying.

The new format displays them as more organized and grouped together by category. It will feature "audience buttons" at the top, much like tabs. There will be one for perspective employees, current employees, supervisors, retirees, etc. Also for the first time, they will provide links to other WVU policies pertaining to various issues such as BOG policies, the Office of Diversity, Equity and Inclusion policies, etc.

Jim indicated they have not made any substance changes to the policies and procedures in this first phase. The second phase of this project will consist of the 12-16 polices that have been identified as more comprehensive which will require some changes. Council members will be included in that for suggestions.

The Classified Employee Handbook includes many links so Samantha, Barb, and some others will be reviewing that to make sure it is up to date.

Lisa commented that she is happy to see items listed alphabetically by topic because at times it is difficult to find what you are looking for the way it is now. Jim agreed that is one of the major changes that was needed.

Old Business

Lisa thought we would have a report on our by-laws but it is still being looked into so that will be discussed soon. Jim and Amber are looking into it but they had just received some new information yesterday so they will have to address another matter related to it.

Dixie commented she believes the group needs to come together regarding maintaining employees and receiving some sort of compensation in order to hire people. She has been told it's in the works but thinks it needs addressed.

We cannot be competitive if dorms are dirty, roads aren't cleared of snow, etc. so she believes we need to decide what needs discussed with administration. What is it going to take to get people hired? Do the lower pay grades need increased? Why propose a 40 hour work week when there is not even enough people to fill these vacant jobs? You can't keep stretching people and making them put in more hours because a lot will eventually leave and 30% of university employees are eligible to retire.

Paul added it is important that Staff Council be included at the very beginning to hear our ideas when administration does address this. This has to be a collective effort.

Dixie stated that, for example, it only makes sense to involve Joan C. in looking at how they can recruit and retain campus service workers. Joan relayed that she has lost candidates to a six week background check, or a competitor's sign-on bonus, and believes the whole hiring process needs looked at. Possibly have new policies implemented that when you receive an email stating you need to conduct an interview, you must interview that person at a certain time and not have the applications going from desk to desk.

Jim added there are some things, like a sign-on bonus, they can't compete with but can improve the hiring process to expedite getting people hired. The six week background check isn't common but has happened; usually they take around 3-4 days. Joan added she doesn't think it really takes six weeks, but most likely sits on a desk.

Jim also stated the upcoming new applicant tracking system will help improve the process tremendously.

Dixie commented that she has been here for 36 years but if she were to transfer to another department, she would have to consent to a background check which she can't understand. Lisa added it is a waste of money and time. Jim agrees but there are situations where people are in "covered positions" that would need a background check.

The group was given copies of the 40 hour work week survey results. Lisa stated that, as a group, they need to decide where they stand on it. Paul pointed out that we have a BOG member on council and they would have to approve it. The group needs to tell Dixie what direction they want to go because she needs to report back to the BOG.

Lisa went over the difference between hourly and salaried employees again. Hourly employees are different pay grades but must clock in/out whereas the salaried employees do not.

Jim asked the group if they have any questions regarding the results of the survey which shows that out of the 1,626 employees who voted, 60% of hourly employees support it with 40% not in favor of it and 24% of salaried employees support it with 76% not in favor of it. These figures combined, total 50/50.

The survey then asked if you would support it if a flexible work schedule is offered and the numbers showed that 68% of hourly employees and 36% of salaried employees would support it. These figures combined, total 59/41.

Paul and Amy brought up the fact that not all positions would allow a flexible schedule.

Lisa stated that once the group looks over this information and has chosen a side, they will hold an Executive Meeting. It will likely be in January due to the holidays in December and people on vacation.

Pam commented that she had figured out what an extra 2.5 hours/week is going to give her on her paycheck but is she really going to see that little bit extra? It will likely go towards taxes or PEIA premiums. She, for one, is against this and doesn't think it's right that they gave this little incentive to them years ago and now they're taking it back. .

Lisa stated if this does go into effect, it will take many months to be implemented because it has to be approved by the BOG and other administration.

She is asked repeatedly where Staff Council stands on this and she cannot answer that but the group most definitely needs to decide. Diana concurred that she is asked and feels that if they keep saying they don't know, and feels that in some ways, discredits them as Staff Council.

Lisa suggested conducting a paper vote to determine the group's stance.

Larry understands why most hourly employees would be in favor but asked the group how many are hourly or salaried. Most council members are hourly but Joan C. stated that they are not voting for themselves, they are voting on behalf of classified staff.

An attendant at the meeting today, Chris Tarabrella, who works in the Deans Office at Eberly College of Arts & Sciences, stated she had voted "yes" but under the condition that raises for additional compensation be taken into consideration for salaried employees. She is inquired where her vote hit on this. Lisa confirmed it is under "yes". Chris inquired if comments were looked at and feels that is something that should be shared with Staff Council. Lisa indicated the comments she saw were similar to her's.

Larry asked Joan C. if all her employees had voted online and she confirmed they had. He stated some workers from downtown told him they had tried to get online and couldn't so they had notified Barbara Bodkins, Operation Coordinator in HR. She gave them a password and they still couldn't access it.

Larry also feels that they need to vote on what the people want instead of how they feel about it.

Pam commented that they had given them the 37.5 hour work week in lieu of a raise back in 1984 and didn't clock in/out either.

Larry stated he doesn't know much about how salaried employees get paid and inquired if they finish with their work early if they could just leave and still get paid the same. The salaried employees in the room answered that they could not. Jim stated they must work a minimum of 37.5 hours/week. Larry asked if they work a ten-hour day, and do not receive overtime, if they can take off 2.5 hours in the same pay period; no they could not do that either.

Jim stated that Classification & Compensation determines who is exempt and non-exempt (exempt means you cannot receive overtime pay; non-exempt means you can receive overtime pay) by interpreting and applying the Fair Labor Standards Act criteria for specific job duties.

Dixie doesn't see why we can't make an agreement with administration that salaried employees be compensated but also that hourly employees receive some sort of incentive, for example, five more cents on the hour, instead of making them work more hours.

Ron added they put the survey out to hear what the people wanted. Before the survey, he was not in favor, yet he represents a group of employees who, based on the survey, support it and feels he has to get on board. Dixie, in turn, stated she represents salaried employees and

supports them. Ron added when this was initiated, Narvel had stated that salaried employees would have to be compensated in some manner. The salaried employees are compensated fairly per the Fair Labor Standards Act if your standard is 40 or 50 hours a week, and if you work consistently over that, you have to be compensated for that. Jim stated that is not his understanding. The expectation of salaried employees is that you must work a minimum of 37.5 hours/week but you work beyond whatever it takes to get the job done with no additional compensation. There is a wide range of situations where some salaried employees do only work the minimum while some work up to 50 hours/week if there are events going on.

Larry wanted to make a motion when they vote, that we vote for what the people want. Jim advised crafting a statement specifically stating you either support it; don't support; support it with a certain condition, etc.

Nancy feels like she can't make a fair decision since the numbers show an average of half who support it and half who don't.

Jim stated the people who took the time to vote and comment usually have very passionate feelings toward the subject. Per the comments, most were against it and many said they would support it if salaried employees were compensated.

Larry added that once WVU decides what they are going to do, they need to put in writing that exempts will be compensated; hourly employees will receive whatever extra hours they work and that is what we need to vote on.

Joan C. commented that it would be helpful to see the comments of those who are against it to get a better understanding of why. Jim added many like the flexibility, they have child-care or elder-care to think about it. Dixie added a lot have second jobs.

Linda C. stated we need a better description of a "flexible schedule". A lot of people said that they would give up a half hour of their hour lunch, however, Linda already gets a half hour lunch. Jim said that a flexible schedule varies greatly from person to person due to the nature of their work, their unit, etc. There is no standard definition that would apply to everyone.

Nancy feels the only way they would be for it, is only if exempts be compensated for their extra time and non-exempts be given something in good faith. Joan C. agrees as well.

Beth Ann feels we have to say something; to make a statement because people are asking and agrees with equality among all employees.

Lisa reiterated the group doesn't need to decide today but there needs to be a qualifying statement by Staff Council.

Paul responded to those who've asked him that he supports the circumstance that everyone receives something. Larry stated Narvel said everyone would be compensated but maybe we need to ask him again. Paul added he believes he said they would look at it.

Diana suggested giving a statement that conveys that Staff Council will support only when, not if, we are assured that there will be compensation for both groups of employees.

Dixie suggested they state that, "Staff Council will be asking administration to look into it further before we are qualified to take the vote."

Pam motioned to give the statement Dixie suggested. Jim inquired what the “look into it further” is indicating. Lisa stated that it is the issue of exempt/non-exempt employees being compensated fairly and the flexible work schedule.

Beth Ann seconded. All in favor and motion was carried.

Linda C. asked if the bi-weekly pay will go into effect January 1. Lisa explained it will not but will “indefinitely”. Dixie added they said sometime in April.

New Business

Linda C. informed the group she and Ron attended the PEIA open meeting last night. She reported they are looking to cut funds.

One item that was discussed was a scenario of having to have an arm amputated and you have a few different options of where to go but they want you to go the least expensive hospital yet, you don’t know how many amputations they have performed versus the other hospital who may be better qualified.

Ron added PEIA stated they have a \$40 million dollar short-fall for the coming year and looking for ways to cut costs; not increase the premiums and the only way is to cut service due to the 80/20 rule.

Lisa commented there are many factors with varying costs of what a hospital charges such as the age of the equipment, the area, etc. Dixie indicated it is up to you to find out.

Linda said the massage therapy is something they want to eliminate but if medically necessary, it falls into another group. Dixie feels preventative medicine would reduce the need to go the hospital for shots or whatever as well as reduce the need for specialized therapies.

Linda stated WVU pays the heft of funds to PEIA but we are held accountable once again, not receiving any cuts on premiums.

Ron added he learned that there is a ceiling for premiums that are based on your income. For example, if the cut off or ceiling is at \$100,000 and you make \$120,000, you will still only have to pay the premium based on the \$100,000 figure. Someone at the meeting suggested taking the top of the ceiling off would make up for a lot of funds.

Lisa had heard some discussion about including the entire household income.

Nancy inquired if there are any other options for the University. Jim indicated with PEIA not willing to provide the information, we cannot go out and shop because the competitor doesn’t have the figures based on utilization to price it.

This change does not affect retirees.

Jim said the usual inclement weather announcement was in ENEWS yesterday advising to use discretion, etc. They have also provided a reference/link for Extension employees throughout the state with regard to inclement weather. Also, information was given stating that a State of Emergency declared by the Governor does not necessarily mean the University’s facilities or campuses will be closed.

Linda C. asked if there is a State of Emergency and you head into work, get stopped by police to tell you to turn around, that they'll notify your supervisor to prevent from getting ticketed. Jim and Amber spoke with UPB and they are not aware of anyone getting a ticket. They've also put in ENEWS communication regarding supervisors needing to inform their employees who are considered emergency personnel who would still, if possible, report to work. They've also discussed a sticker for emergency personnel to put on their windshield in case an officer were to pull you over.

Emmitt brought up the possibility that if you are in a car accident during a State of Emergency, a lot of insurance companies won't cover it because you weren't supposed to be out. Jim indicated he has not heard of that scenario.

Lisa informed the group that the President's Meeting scheduled for December 1 at 3:30 may need canceled as there are many who cannot make that time/date. Lisa inquired about another day in December and was told that President Gee's schedule is full for the month. The next scheduled meeting with him is the Holiday Luncheon at Blaney House on December 18th. Ron suggested that we take some time out to have a discussion with him at the Holiday Luncheon. Lisa will ask if they can take a half hour before or after the luncheon to have a discussion as serving times are on a strict schedule.

By show of hands, most of the group cannot attend the meeting on December 1. Pam motioned to cancel the meeting and wait until the luncheon on the 18th. Beth Ann seconded. All in favor and motion was carried.

Items on the agenda for the President's Meeting/Holiday Luncheon on December 18, 2014:

- 40 hour work week & compensation for all employees
- PEIA proposed changes
- 2015 Legislative session and what it means for higher education
- Updated holiday group photo

Lisa asked the group if they would like to bring in a dish for next month's Staff Council meeting as we've done in the past. Members will email Janelle what they plan on bringing.

Diana motioned to adjourn. Beth Ann seconded. All in favor and meeting adjourned at approximately noon.