

AP Association Executive Committee
Meeting Notes
July 22, 2020
Virtual via Google Meet

Attendance: Anthony Gallina, Susan Hartman, Marie VanBuskirk, Adam McChesney, Pat Cassidy, Stephanie Lee, April Thomas-Powell, Deb Cash, Don Ritenburgh, John Cebelak, Kelly Brault and Nancy Osmialowski.

Guests: Meaghan Cole, Melanie Chamberlain, Jaclyn Fortier, Ann Voorheis, Sheryl Wajda, Michelle Southward, Denica Holzworth, Kelsey Zuchowicz, Andrea Mill and Kelli Dowd.

Call to Order / Introductions

- Introduction to the new 2020-21 Board members - welcome to Adam McChesney, Stephanie Lee and Pat Cassidy!

Approval of Minutes - June 24, 2020 approved.

Treasurer's Report - Treasurer's Report - No change.

- OU account: \$3,256 and OU Credit Union account:\$3,183

President/ UHR Monthly Meeting Report-

- Updated website.
- Goals for 2020-21, and work team assignments to be set at August meeting.
- Email Anthony Gallina, Association President, your own ideas for goals for the group this year, & fill out google form (sent out 7/21) for work group preference, both due by August 14th.
- AP Association and Assembly will continue to collaborate in order to best serve the needs of all AP's.
 - A "super board-meeting" on September 16 9 a.m. - 10 a.m. will be held with both e-boards to discuss a variety of topics to best serve all AP's.
 - A Winter 2021 "super board meeting" will also be held on January 21 9 a.m. - 10 a.m. to discuss a variety of topics to best serve all AP's.
- AP Manual- Still with the Legal Department for review.
- UHR updates
 - Work Share Program
 - Work Share program is scheduled to complete on July 31, 2020.
 - This week (week of July 20) is the last week those participating in the program will receive the \$600 allocated from the CARES ACT and the state unemployment amount.

- AP Association asked UHR if the confirmed money from the State of Michigan (\$72) will be given and was told yes, that \$72 will be given to employees participating in the Work Share program.
 - George Lever, director of Payroll, has updated AP Association regarding any fraudulent claims as of 7/22/2020:
 - There have been several fraudulent claims but most have been corrected and the majority of AP's have received the money.
- Return to work
 - Thank you to all AP's who have reached out to AP Association e-board members and shared concerns/questions!
 - Anthony Gallina, AP Association President, emailed out a Google Doc on 7/21/2020 to all e-board members to list all questions related to Return to Work.
 - Please continue to add to this list as AP's reach out with questions.
 - This list will be discussed weekly with UHR.
 - AP Association is meeting with UHR in the afternoon of 7/22/2020 - will bring questions from today's meeting to receive answers (i.e. masks, PPE, signage, limiting access to buildings (using specific doors, ect) and the amount of people allowed in certain areas.
 - On July 20, UHR sent an email to supervisors asking for questions they have on return to work
 - UHR is holding a training on July 27, 2020 for supervisors.
 - UHR also met with VP's on 7/15/2020 and shared questions from the last meeting with UHR and AP Association.
 - An August 3rd date was selected as a target date to have needed employees on campus preparing for students coming to visit campus with questions etc.
 - Employees who do come back may likely rotate their days on campus. If employees can do their jobs remotely that will continue for some time.
 - The FWA guidelines will be updated to reflect even more flexibility.
 - In the last meeting with UHR, AP Association reinforced the importance of getting as much lead time as possible for employees as they may need to make day/elder care arrangements.
 - AP Association was informed this was emphasized in the last VP meeting.
 - UHR/UCM are currently drafting a communication to the community to address returning to work.
 - Mike Crum, the OU Emergency manager, shared with the AP Association that the Environmental Health and Safety website, oakland.edu/ehs has a return to work link on their site .

- This website will continue to be updated.
- PPE supplies can also be ordered through this website.

AP Assembly Updates-

- Next AP Assembly Meeting: August 13, 2020 at 9 a.m. - 10 a.m. virtually via Webex.
- New in the AP Assembly newsletter: Curiosity Corner - AP's can submit questions and will receive answers.
- Upcoming PD session: "Recommend, Friend!" - AP Assembly Virtual Share Event on July 23 at 4 p.m. - 5 p.m.

Work Team Updates-

- Work team assignments will be shared at August meeting

GOALS-

- To be set at the August meeting.

Next Meeting: Wednesday, August 26th 11:30a-1p (virtual)