

Operating Staff Council Meeting Minutes Wednesday, February 13, 2008

Members in Attendance: Slava Bruder, Jennifer Dube, Holly Hillsgrove, Matty Leighton (Vice Chair and Recorder), Patrice MacNevin, Laurie Anne Malizia, Janice Pierson, Lisa Wilder, Jason Brodeur (Chair)

Members Not in Attendance: Doreen Palmer (UNHM), Toni Searles, Brian Tobin (UNHM)

Guests: Sharon Demers, HR; Lonnn Sattler, SPCC

Agenda Items

Welcome/Approval of Minutes – Jason Brodeur

The January minutes were approved by acclamation.

Communication Boards – Matty Leighton and Patrice MacNevin

Patrice has identified twelve locations for boards, eight of which already have a bulletin board in place that we can use. Matty has researched cost and come up with a budget. The per-board cost for the four locations that will require purchase of a bulletin board is \$43.88. The per-board cost for the eight locations with a board already in place is \$4.88. The total cost for installation of all twelve boards will therefore be \$214.56. The cost for ongoing maintenance will be approximately \$2.20 per month.

The plan is to do installation over Spring Break. Facilities will mount the new boards, and Lisa, Matty, and Patrice have volunteered to install the information on the boards.

Other points that came up during the discussion:

- We should document the location of the boards for the future, so they don't get "lost" when there is turnover on the Council.
- We should have different council members refill the materials each month.
- Matty will send Sharon the revised budget.
- Jason will make a list of OS accomplishments and ongoing projects.

2008 Presidential Awards of Excellence – Jason Brodeur

Holly, Slava, and Lonnn will be the OS Council's representatives for PAE selections this year. Jason emphasized that anyone can nominate a staff member – you do NOT have to be a supervisor to submit a nomination. Lisa and Patrice participated in the selection process last year, and they reported that there weren't many nominations for Operating Staff. The council agreed that nominees should be individuals who go "above and beyond" what is required of their job, and that the criteria should be based on the quality of the nominee's work, not the sheer quantity of time spent working. The nominations page is <http://nominations.unh.edu/app.cfm?id=1>

Task Action Groups – Jason Brodeur

Jason noted that we need to start working towards our annual goals, and he suggested forming "task action groups" to tackle each goal. Areas that were identified included:

1. Parking during curtailment
2. Basic computer skills training in conjunction with IS and Web Solutions. Janice will get this started. Because there isn't any funding for this, she will include Chris VanHorn in the discussion, and also look at having an intern do some of the work.
3. Face-to-face meetings with constituents (Matty is interested in working on this)
4. Open OS meetings (first "Open Forum" will be 2/27 at noon in Holloway Commons – Matty, Jason, and Patrice will follow up)

SPPC Update – Lonn Sattler

The SPPC is still studying the issue of shift differential pay, which is particularly important to employees in UHS/Dining. They are also working on drafting a telecommuting policy, but they've run up against the issue of "fairness." The total compensation and benefits package for 2009 is nearly finalized – the current recommendation is for an across-the-board annual raise of 4.5%, not including merit raises. USNH is also considering an annual distribution of \$500 per employee to offset the rising cost of benefits. This will probably be provided in the form of a Health Savings Account (HSA). And finally, the SPPC is still waiting to hear from USNH regarding civil unions. An ad hoc committee has been formed to study the issue, and they will report back to the council in June.

Union Update – Jason Brodeur and Sharon Demers

There are two unions vying for the approval of Operating and PAT staff, the United Auto Workers and the American Federation of State, County, and Municipal Employees. AFSCME has rented a storefront in town and a group of anonymous UNH employees has created a web site supporting their bid to represent us (www.unhunion.com). UAW has been calling on employees at home, which has precipitated a number of complaints to council members. Sharon informed us that the administration is aware of the union activity and will be responding with letters from the president and the CFO that will go out to all employees. Employees who have questions may go to HR's union information page located at <http://www.unh.edu/hr/union-organizing-drive.htm> or contact their HR representative directly.

2008 Holiday Schedule – Jason Brodeur

Because of the way the Christmas and New Year's dates fall this year, our annual winter closure takes place the week of Christmas (December 22 – 26) rather than the week between Christmas and New Year's (12/29 – 1/2). The closure dates were chosen after polling employees and taking into account how many days of earned time would have to be used in each scenario. The problem is that some employees are upset because their children are out of school after Christmas, so they may be obligated to take additional earned time to be home with them. After discussing the issue, the council determined that we may need to revisit the closure schedule and also need to communicate with our constituents as early as possible to avoid confusion as the holidays approach.

Adjournment

The meeting was adjourned at 2:35 PM. The next OSC meeting is scheduled for Wednesday, March 26th at 1:30 PM in the Trustees' Board Room, Thompson Hall.

OS Council web site: <http://www.unh.edu/os-council/>

PAT Council web site: <http://www.unh.edu/pat-council/>