



DATE: September 20, 2018

RE: Staff Council Meeting

Welcome & Introduction

Staff Council Chair Matt Horvat opened the meeting. He thanked everyone for being there and pointed out the tables were gone. Since this makes room for more seats he asked to please encourage others to join us.

New Employee Welcome – Kathryn Row

New employees were recognized by Kathryn Rowe.

New employees are: Norris Baldwin with Campus Performance, Christina Tyler in Admissions, Stephanie Cartwright with Counseling Services, Deborah Pyatt in Student Affairs, Elaina Barron with Kenan Institute, Lavelle Hayes in Budget. We have mugs on order, we will deliver at your place of employment.

Old Business

The August meeting minutes were approved and are posted on the Staff Council website.

New Business

- **State employee minimum wage increase.** James Lucas addressed a rumor that any full time state employee below \$31200 will be moved up to \$31200. He said there is a pot of money to cover this raise but UNCSEA has yet to receive it. Another rumor that everyone will get a \$6000 raise, this rumor is not true. Also the increase to \$31,200 will be over 12 months.
- **Annual raises.** James Lucas said SHRA will receive a 2% increase. Criteria 1. The employee must have full time employment and an evaluation on file. If you started in October last year you have not had an evaluation so you don't qualify. The 2% is in this September's payroll and is retro to July 1. He said EHRA, non-faculty like myself, we don't know. Right now I'm saying nothing, not going to happen. That's what I know, and that's what finance knows. We only know about the 2% for SHRA. Any questions?
 - Matt Horvat asked about merit based raises? James - If you have the money you can give another 4.99% to employees who scored an

“exceeds expectations” in their review. The only thing that is etched in stone is the 2%.

- Matt- When the money comes in for the \$31200 is it retroactive?
James -Yes.
- Jackie Riffle – The pool of money we are waiting on is for state-funded employees. Salaries from trust funds will also be boosted to \$31,200 as well, but we are doing all of those raises at the same time.
- Victoria – What about the bonus days? James - Yes the 5 days will show up this month and it’s nontransferable. You can’t cash it in. If you leave you can’t use them.
- Victoria – do we have to use them first or does it automatically come out? James – Bonus leave is separate from vacation and will not affect your sick day roll over so if you’re close to 240 in vacation time then you want to use the vacation time first. Everyone is different so please ask if you’re in doubt.
- Elizabeth White - Questions should be directed to Kemora Brownlee in H.R.
- **Hurricane and Community Service Information.** James - I wanted to add that Community Service time can be used to help, or donated to help, the individuals in the affected area. We’re trying to figure out what we can do. If you know of anything let your district representatives know. If there is something you’re trying to do, if you have family in the area, the state will allow you to use your community service hours. The State is supportive. Let us know and we can try to fit it in the equation.
 - Victoria – Who can we donate to? James – We’ll let you know. It’s tuff right now, the water is still rising.
 - Victoria – Is there an organization on the SECC we can donate to?
James - Yes, red cross for example.
 - James – Any questions? There were no other questions.

Matt announced a change in the agenda. There will not be a Performance Place update from Wiley Hausam since he was unable to be here. Hurricane relief information will be next instead.

Hurricane relief – Laurel Banks

- Community Service update. Thank you for the school supplies. If you want to help deliver, let me know.
- We are looking at doing a supply drive that our small group can take. Artists of Color will be doing a hygiene drive. Hygiene is needed but often forgotten. Toothbrushes, dental floss, toothpaste, etc. We can make a big difference. We will put out the flyer and combining items collected from the students. We're collecting all through fall break. We'll be leaving the Saturday of fall break.
 - Where do we drop off the items? Outside Joe's office on the 3rd floor of Hanes Commons. If you're interested in helping, see me and we'll get something done.
- We have received more requests for food from the food pantry. We have 31 students eligible. Our shelves are empty. We recently did a shop to stock up. What's needed? Canned veggies, fruits, pasta boxes, etc. Next Thursday is the Welcome Center drive thru 11:00 am – 1:00 pm. We could also use toothbrushes and toothpaste. We also need help packing bags for the Pickle Pantry every other week. We will print online orders and use them to pack bags. 3 – 4 people are needed for about an hour and half every other Wednesday morning. Email Laurel if you're interested. Use it as a department team building. The time might count towards community service hours.

New employee introduction - Stephanie Cartwright had just arrived and then was asked to introduce herself since she is a new employee.

Health & Benefits – Andrea Clemmer

- **Benefits fair** has been rescheduled for Tuesday September 25th, 9:00 am – 3:00 pm in Eisenberg Social Hall in Hanes Commons. There will be 14 different vendors. Colonial can't make it but might be back on another day. There will be door prizes.
- **Open enrollment** starts on the 29th. You will be able to log in and take care of it online. We will be available the first week of October in rm. 2209 to help you. We can see what you're currently enrolled in. Next week, health plan will be sent out by direct mail. No rate changes, few changes, etc.

Special Events – Edwin Martinat

- **Nutcracker kick-off** is this Saturday September 22nd, 10 am – 12. I will not be dressed up. There will be crafts as well as Caminos, Cantine, Krankies, with samples. Line begins 6 am. Comp tickets for MASS is available Monday.
- **Pride Parade** – UNC presents kinky boots theme. We need help with decorating the float. I need a driver as well. We will be decorating Friday Oct. 12th. The parade is on Saturday.
- **Employee Appreciation** – Save the dates. Edwin went through the list of events for employee appreciation (refer to the calendar). He said we will be doing a bake walk this year instead of a cake walk.
- **First Thursdays** - Don't forget about First Thursdays at foothills or footnotes.
 - Mary – are we wearing costumes this year for employee appreciation day on Friday? Edwin - No costumes but feel free to wear them if you want. Email me with questions.

Professional Development –Melony Texidor

- There is a lot of professional development available this year. Attend 7 and you will be invited to a reception. You will be emailed updates. They will be in the My SA so look out for them there. I will also notify you but you have to sign up. There will be cards that will have to be initialed, but there will be a back end check as well since all instructors send their attendance to Melony. If you have questions or have something to offer please send me an email. Also on the calendar will be special events and the community service opportunities. Come get a card from me if you're going to be participating in professional development.

State Employee Combined Campaign (SECC) –Elizabeth White

- Staff Council representatives were handed the packets and will be sure to pass them out to their district. If you don't want to use the paper form then give them back to Joan. Stats were given from last year.
- If you complete it by Nov. 16th your name will be put into a raffle for a parking spot.

Standing Ovarions – Melony Texidor

- I received a lot of standing ovations which is fantastic. This is recognition of the staff who went above and beyond.

Those recognized were: Erin Miller, Tom Pullen, the dept. of purchasing, the dept. of Budget, Natalie Parker, Jeremy Serkin, Marsha Dove, Marla Carpenter, Clarisse Davis, Sonja Carter, Grounds Crew, Bruce Gibson, David LaVack, William Lee, Jeremy Sullivan, Tamar Pandi.

Closing remarks – Matt Horvat

- If anything here at the meeting interests you, we're always looking for volunteers on all committees. What we're doing is making a difference on campus and would love for you to be involved.
- Nita announced that the surplus yard sale is on October 5th and surplus property will close after Sept 28th.

Matt - Any questions? With no additional business, the meeting was adjourned.

*Next meeting will be Thursday, Oct. 18 at 11 a.m. in the Campus Police Training Room.