STAFF COUNCIL EXECUTIVE BOARD
Monday, September 29, 2016
427A Waterman Bldg
12:15pm – 1:30pm
MINUTES

Members Present: Bethany Wolfe (SC Vice President), Brendan Andrews, Jeremy Arenos, Anita Lavoie, Stephen Lunna, Meryl St. John (Ex-Officio)

Members Absent: Karmen Swim (SC President), Nancy Bercaw, Bob Bolyard, Mary Dunne, Caleb Gilbert, Jeanna Page, Holly Pedrini

Also Present: Amy Gilman, Staff Council Office

Call to Order

Staff Council Vice President Bethany Wolfe called the meeting to order at 12:19 p.m.

Approval of Minutes

At this month’s meeting there were not enough representatives to the board to make a motion to adopt the August 29, 2016 Executive Board minutes. An email will be sent out from Staff Council Office to approve the minutes prior to the next meeting.

Committee Updates

CBB – Discussion moving forward will be around a revised merit approach that will help better define the process; then educate and share how to use merit in a positive and rewarding way. This committee is still working on trying to get a senior-level HRDMA member to attend periodic meetings to be able to work together earlier on projects and facilitate an easier flow of information between HRDMA and CBB. This group would like to work on making Town Meeting Day an approved day off for employees.

OUTREACH – This group is looking at perhaps doing some focus groups that will be very topic specific and gather feedback on current staff concerns. That topic specific approach has been more successful in the past rather than big open ended groups. Amanda Waite from UVM Communications will be a guest in the coming months. They will be working on creating awareness of employee tuition remission, specifically on breakdown of number of employees for themselves, and for their dependents. They would also like to have a mini campaign to highlight smaller benefits that are not featured, well-known or discussed but that are available to UVM employees. When communicating to staff this committee wants to be mindful that it is done in an inclusive ways and hear from many voices.

PPD – The September meeting included guests, Jim Barr and Mary Provost from Parking & Transportation, sharing the current status of parking and the issues and challenges. They realize this impacts employees directly on a daily basis. The committee will be drafting a letter going to UVM Administration sharing that the parking issues do impact the work/life balance for
employees and forward thinking on parking is needed now for the future. PPD will work with Outreach to ensure that data about the parking problem will be gathered in the next iteration of the Staff Council Survey.

SOCIAL – This committee was able to offer apple “Pick-Your-Own” discounts at some local orchards in September & beginning of October. The Sock Sale bus trip is coming together. Promotions for this trip will begin mid-October. The trip will take place November 12, 2016. Skate Night will occur in later winter/early spring 2017 and plans continue to move forward with the December 7, 2016 Holiday Bazaar & Food Drive.

**Review of October Staff Council Meeting Agenda**

The retreat will be immediately prior to the meeting. Suggestions were to add a debrief of the retreat (same day), a brainstorming session of other potential guests, and feedback on Staff Appreciation Week (SAW) to give back to the SAW Committee. Lastly a call for volunteers to work the Benefits Fair table on October 26, 2016.

**Staff Council Retreat**

Joel Shapiro will lead us through the retreat exercise. He has about an hour to work with and provide a few solid things to take away from the time together that we can all use in our daily work. His topics will include healthy communication and leadership strategies as well as a look at what constitutes effective teamwork.

**Staff Appreciation Week Debrief**

Feedback will be solicited at the full Council meeting on October 4, 2016.

**Other Business**

Meryl shared that we are looking for volunteers to help at the UVM Benefits Fair on October 26, 2016. No decisions need to be made today and she will be asking at the full council meeting as well.

**Adjournment**

A motion was made, and seconded for the meeting to adjourn. The meeting adjourned at 1:35pm.