Meeting Minutes
October 18, 2016
11:00 a.m.
SUB, Alexander Room

Members in attendance: Katie Thomas, Kimber Shaw, Rebecca Young, Rachel Duffy, Tana Monroe, Matt Lundgren, Aaron Culver

Absent: Rob Littrell, Daniel Gold, Ben King, Kori Smith, Erin Colburn, Maria Mabbutt, Karen Hansen, Jared Cox

1. Call to order - 11:05

2. Minutes - September minutes review/approval- Approved

3. Treasurer’s Report - Budget updates, projected costs for luncheon - Staff week. Requesting from Aramark for potential donation and/or discount of ice cream/coffee/bagels. Potential to sell staff T-Shirts to produce a bit of revenue to offset.

4. Old Business
   a. Fall luncheon - feedback and capture thoughts - Dry chicken sandwiches; Cash process for those who pay at door may be developed: one person set to take cash; $15.00 at door instead of $10.00; 15% no shows. Honoree tags, naming them; perhaps having honoree writing their own name and providing sharpee to do so. Thank president for staff interaction. Will develop sheet with this information for future planning purposes.
   b. ORP/PERSI email discussion - Daniel N/A
   c. PSA Committee assignments - Food services advisory board committee still needs to have a seat filled; Rebecca will follow up with housing staff. Katie filled others from survey feedback.
   d. Grievance policy - and follow up needed? - No follow up needed.
   e. Rake Up Boise - Matt - 13 responses; 18 adults and several kids.

5. New Business
   a. FLSA survey feedback - what do do with data - wanted feedback from all professional staff, now able to see what concerns are from
affected staff and staff who are not affected, and those who were uncertain if they are affected; surprised almost half of respondents thought there were benefits. State Board is upcoming, and conversation and decision on FLSA should occur. Common concerns about vacation accrual and using vacation; “if coworkers are now confined to 40 hours a week, and I am not, will extra work be added to my job?” Fair and fairness concerns. Thoughts moving forward: Matt will attempt to produce analytics from data; send general themes to Professional Staff. Kimber and Tana will assist Matt in this endeavor.

b. Goals - path forward and assignments for each - Networking committee on good path; Matt and volunteering committee will attempt to make structure going forward to make certain annual events are occurring for volunteering; connecting with shared leadership; build plan is the plan. Training- open brainstorming session to think about what can be done in this goal area.

6. Other
   a. Presentation from PSA Networking Committee - Corrine Henke and Kathleen Tuck: “Places you never been”, Historical walking tour, “Ghost Tour”, goal is really to just get people in the same room; lunch and bike event just occurred. Morrison Center tour, Taco Bell Arena tour, Orange Shuttle downtown, then Tour of Downtown Campus, State House Tour; speed networking, behind the scenes at Stueckle; PSA is organizer, but all staff are welcome. Perhaps JUMP tour. No budget. Can loose structure be developed so that staff can expect certain things on an annual basis? Rachel will serve on committee as liaison between senate and committee. Enrollment services has a “passport” program, designed to familiarize with different departments.
   b. Next events - Spring luncheon and Staff week

7. Adjournment - 12:02