

Washburn University Staff Council Meeting Minutes

March 14, 2023

Members Present – Eileen Brouddus, Deana Cannon, Justin Kingsbury, Luther Lee, Teresa Lee, Cory Payne, Carissa Schmidlein, Christa Smith

Members Not Present – Holly Broxterman, Matt Busey, Gayle Davis, Kaydee Emperley, Debi Feyh, Christina Pirtle, Nancy Province, Gayla Sarkesian, Mark Warren

Guests – Eric Moss, Tammy Stroth

- I. The meeting was called to order by Chairperson Eileen Brouddus at 3:11 pm.
- II. Roll Call
 - a. Attendance was taken by Zoom chat & for those who joined in-person at Lincoln Room.
- III. Guest Speaker
 - a. Eric Moss, Interim Director of Facilities Services – Snow/Ice removal policies and concerns
 - i. There are many elements in dealing with weather. Staff usually arrive between 5:30-6:00 am and get equipment started. Their equipment for snow and ice includes snow brushes on ride mowers and ice melt and sand to get parking lots and sidewalks as safe as possible (i.e. 9,000 lbs./four pallets of ice melt used earlier in one day during weather delay this winter). There are also night crew who can assist in spreading ice melt as needed between 1:00-3:00 am.
 - ii. Washburn University's facilities' staff and Groundskeeper's goal is to keep everyone safe. There are many variables and staff take their role seriously. They have a close relationship with WU Police Department to keep campus safe.
 1. During the recent late start, the Facilities Department had to spread ice melt around three times that day to keep up with the ice that day.
 - iii. If there are people who encounter a weather-related need, they should call Facilities Services 670-1549 or 670-1149 (Main Office) and share where the issue is located. Whoever gathers the information on the call will share by radio to appropriate staff to resolve the request or concern.
- IV. Committee Reports:
 - a. Chair Report – Eileen Brouddus
 - i. Eileen did not have a chance to meet with President Dr. Mazachek since February Staff Council meeting.
 - b. Board of Regents Meeting Update – Eileen Brouddus
 - i. Next WUBOR meeting is March 23, 2023.
 - c. All Faculty/Staff Email/Posting Committee – Eileen Brouddus, Christa Smith
 - i. Waiting on Marc Fried in hearing who is the owner of the listserv replacement.
 - d. Benefits Committee – Eileen Brouddus, Matt Busey, Kaydee Emperley
 - i. Meeting coming soon per Teresa Lee, Director of Human Resources.
 - e. Food Advisory Committee – Nancy Province
 - i. No updates.
 - f. Parking Ticket Committee –Debi Feyh
 - i. No updates.

g. Safety Committee – Vacant

V. New Business:

- a. Bylaws update to reflect membership change. – We are tabling this vote until the April meeting due to not having enough voting members present due to Spring Break.
- b. Employee Recognition Ceremony
 - i. Planning meeting is upcoming next week. Staff Council will have similar duties as in past years. Teresa Lee shared that President Dr. Mazachek is looking to change it up a little this year and have fun. More information coming about event schedule – **Save the Date for Employee Recognition Ceremony on Wednesday, May 2, 2023**
- c. Questions from constituents
 - i. Maternity/Paternity leave
 1. Constituent shared concern for lack of formalized options for maternity leave, aside from FMLA and shared leave.
 2. Teresa Lee requested a summary of what we are requesting or proposing, including maternity and paternity leave, based on medical and bonding time, etc. What do you want it to look like, cost, duration, and what are other KBOR schools doing? Also consider the various categories of employees at Washburn, including faculty appointments, exempt vs. non-exempt, etc. If we develop a proposal it can be shared with Employee Benefit Committee.
 - ii. Health insurance coverage questions – weight loss not covered by current plan
 1. Process to get something covered by our health plan
 - a. Human Resources and the Benefits Committee researches coverage and what the added cost would be for the University to add coverage for an item. This year, Blue Cross Blue Shield estimated we would see 17 percent increase in cost (not premium) for 2023. There will be a Benefits Committee meeting in April to review 2022 utilization of health insurance plans at Washburn University.
 2. Is it possible to get drugs/equipment covered by the formulary?
 - a. Washburn relies on pharmacy benefits manager to keep up with costs and trends.
- d. Where to find complete list of Pepsi products allowed to purchase with P-cards
 - i. Luther Lee shared that Janel Rutherford will provide an updated list to us soon with all Pepsi products.

VI. Old Business:

- a. Replacement for Indigo Wilson-Schmidt, Exempt A whose last day was January 13. This representative covers Art, Petro, SRWC, Whiting, and Indoor Athletic Facility and the term expires September 30, 2024
- b. Replacement for Non-Exempt D is Deana Cannon. This position represents Morgan Hall (last names I to O), and the term expires September 30, 2024.

VII. Informational Items:

- a. Next Meeting: April 11, 2023, 3:00 – 4:00 pm via Zoom Video Conference and in the Lincoln Room, Memorial Union

- VIII. Adjournment (Motion)
 - a. Motion – Cory Payne
 - b. Second – Christa Smith
 - c. Vote
 - i. Yay – 8
 - ii. Nay – 0
 - iii. Abstain – 0

Minutes submitted by Staff Council Secretary Carissa Schmidlein.