



The University of Georgia

Staff Council

Making a great place to work even better!

November 4, 2015
Miller Learning Center Room 267
2:30PM

The meeting was called to order at 2:35 pm by Staff Council Chair, Michael Lewis.

Roll Call

Members in attendance: Deborah Baker, Jason Bedgood, Teri Berryman, Ricky Boggs, Kaelin Broaddus, Debi Chandler, Kelly Cona, Anjali Dougherty (via sub), Melinda Eades, Elmer Gray (via sub), Michele Griffin, Stefani Hilley, Norma Holliday, Pattie Holly, Holly Ivy, Stuart Ivy, Melissa Jackson, Marcus Jennings, Christine Jepsen, Jenna Jones (via sub), Brenda Keen, Kristin Lawrence, Michael Lewis, Marie Mize, Maureen O'Brien, Maggie O'Brien, Kyla Sterling, Carly Surratt, Kristi Wall, Tokesha Warner (via sub), Shialoh Wilson (via sub)

Members absent: Devin Arnold, Mandy Brogdon, Victoria Cooper, Greg Eidson, Kat Farlowe, Laura Kelley, Mary Moore, Laura Rhicard, Mark Robinson, Sherri Stephens

Guests: Kerri Testament, George Veeder

A quorum was present.

Minutes: Minutes from October were not received by the reps. They will be resent via email by Kaelin Broaddus and approved at the December meeting.

Staff Council Committee Reports

Needs and Concerns: No report.

Communications: Melinda Eades reported that the committee met and agreed upon the following list of goals:

- Create a Staff Council Facebook page
- Study UGA Institutional Identity Program's *Identity & Editorial Style Guide*
- Create a resource of Staff Council Reps and Committee members' contact information
- Create a "SRG Corner" with information about Staff Council committees and the areas they cover (e.g. who should a UGA student or employee contact about a tree limb falling on their car)
- Update inactive SRGs and their links
- Create and distribute a monthly electronic newsletter

Melinda also shared that the term "Listserv" is a brand name (like Xerox) and should be replaced with "Email Discussion Group."

Health and Safety: Marcus Jennings reported that the committee would meet on Wednesday, November 18th. Two new committee members would be introduced immediately after today's meeting.

Benefits and Classification: Deborah Baker shared that the Board of Regents added a policy for Educational Support Leave. She also reported that the committee met immediately after the October Staff Council meeting to discuss continuing work on changing UGA's shared leave program to include caregivers. As it turns out UGA's HR department is currently reviewing a proposal from the Board of Regents to include caregivers in shared leave. HR has until the end of November to review the proposal.

Michael introduced Kerri Testament who shared her personal experience with shared leave. Her daughter had a heart transplant 3 years ago and Kerri was unable to utilize shared leave to care for her under current rules and regulations.

Chair's report

Michael shared that he attended the UGA Foundation Trustees Fall Meeting October 1 and 2. Last year's investment returns were not nearly as spectacular as previous years', but still fair. Of note was the 40% increase in the number of employees giving to the university last year compared to the year before.

The Alumni Association's Board of Directors met October 16 to work on the Strategic Plan. Presentations were made by various college development officers, including the Terry College of Business and their fantastic building campaign. The first building was paid for entirely by donations. The second building is being funded by donations and state funds. They are now raising money for the next two buildings and courtyard.

Members of the Staff Council Executive Committee confidentially interviewed all the candidates for VP of Marketing and Communications. Karri Hobson-Pape was hired.

Michael attended Matt Winston's recognition of service reception on October 27th. Matt was given a plaque signed by President Morehead which included: "Whereas, his ongoing communication with UGA Staff Council leadership helped ensure that staff issues received appropriate attention by the University senior leaders and that the inaugural Staff Appreciation Day was held on May 15, 2015."

The Count Me In survey is under way. After two weeks, participation is still under the 30% needed to make effective policy changes. However, UGA staff have the greatest participation with 19%.

Old Business:

Kyla Sterling presented the charge of the Women's Leadership Ad-hoc Committee:

To identify staff-inclusive programming that can be integrated into the existing Women's Leadership Initiative to support the enhancement of gender equality at the University of Georgia.

- a) Cooperate with the Senior Vice President for Academic Affairs and Provost in formulating support for the career development and leadership training of female staff member at The University of Georgia.

- b) Cooperate with the Associate Vice President for Human Resources in formulating support for career development and leadership training of female staff members at The University of Georgia.
- c) Support the Senior Vice President for Academic Affairs and Provost in identifying staff-inclusive programming that will contribute to the goal of the University of Georgia becoming a national leader in advancing gender equality.
- d) Draft a proposal for staff-inclusive programming focused on career development and leadership training for women that will be sent to the Women's Leadership Initiative Planning Committee and the Associate Vice President for Human Resources.

Michael asked how the committee would know it had reached its end goal, and Kyla replied that would be when the proposal was submitted to and received by the Women's Initiative Planning Committee and HR.

Michael asked for further comments. Brenda Keen thanked the committee for their hard work.

Stuart Ivy moved to approve the charge as read by Kyla. The motion was seconded, and approved unanimously.

New Business:

Michael asked for any new business. There was none.

Guest Speaker: Steve Harris

Steve Harris is the Director of UGA's Office of Emergency Preparedness, and addressed Staff Council to discuss UGA's AED (Automatic External Defibrillator) program. Mr. Harris said the program is thriving and growing strong. 160 AEDs have been installed in UGA buildings without institutional funding in the last 5 years. 9 AEDs are pending installation, 5 of those are going to 4H facilities. OEP is holding a free CPR/AED class December 17th.

Mr. Harris shared that in the event of sudden cardiac arrest CPR alone saves 7% of victims, while applying an AED within 2 to 4 minutes of the cardiac arrest increases the survival rate to 80%.

Mr. Harris explained that a heart attack is due to a plumbing issue, and cardiac arrest is an electrical issue triggered by such things as strike to the chest, a sneeze, a scare, or a heart defect.

Mr. Harris then gave a demonstration of how to use an AED with the help of Kelly Cona and Wilson. The steps:

1. Call 911 or 542-2200
2. Find the AED unit in the building
3. Check the patient
4. Turn the AED on
5. Follow voice prompts from the AED

Mr. Harris shared that the OEP web site has a map of all AEDs on UGA property. Kelly Cona asked if the map was included in UGA's Mobile App. Mr. Harris said that it was not, but he would like to see it included.

Stefani Hilley asked about the alarm that sounds when the AED cabinet is opened, if it signaled police or emergency personnel. Mr. Harris said it does not. It sounds in the immediate area to alert those nearby.

Mr. Harris said that each building with an AED has an AED coordinator who should be checking the AED batteries on a regular basis. He encouraged all departments to install AEDs. If a department cannot afford the cost, OEP can help. There are yearly maintenance costs, though.

Stuart Ivy asked about minimum building occupancy for having an AED, and Mr. Harris replied that if a building is large enough to have an emergency evacuation plan it should also have an AED.

Pattie Holly inquired about the initial cost of the AED. Mr. Harris replied that \$1483.85 covers the cost of the cabinet, the device, a rescue pack, and a \$100 Medical Direction fee per building (not per unit) per year.

Maureen O'Brien asked about the warning siren that went off last week without warning. Mr. Harris said it was an accidental test.

Kerri Testement shared that she had the new EITS guide for Faculty and Staff, plus other EITS printed materials.

The meeting adjourned at 3:36 pm.

Next Staff Council Executive Committee meeting 3:30 pm Tuesday, November 17, 2015, Georgia Center, Room C.

Next Staff Council meeting 2:30 pm December 2, 2015, MLC Room 267.