

UMCES Staff Council
Meeting Minutes
December 11, 2019
11AM

Present: Kurt Florez, Lori Stepp, Brian Duke, Lisa Ross, April Lewis, Rhonda Schwinabart, Cami Martin, Kevin Bruce, Rona Kobell, Julia Bliss
Apologies: Amy Griffin, Michelle Prentice, Stacy Hutchinson,

Agenda Items:

- Approval of October Meeting Minutes
 - Approved.

Committee Updates

- Executive Committee
 - Nothing to report.
- Communication Committee is in charge of Staff Council newsletters (Kurt Florez)
 - A survey about the staff appreciation day has not yet been sent out.
 - We agreed to send out a survey before the next Staff Appreciation Day, since it has been so long since the event.
 - The next staff council meeting will be preparation for elections. Emails should be sent out in the last week of March.
- Staff Appreciation Day Committee (April Lewis)
 - April will put together a timeline of what needs to happen when for the next Staff Appreciation Day. She aims to put this together by February so it can be part of our February Staff Council Agenda.
 - Everyone who was on the committee last year has volunteered to be on the committee next year.
- Staff Awards Committee (Lori Stepp for Michelle Prentice)
 - There is one packet in progress for the Board of Regents Staff Award. Please reach out to your units.
 - The packets are due February 9 to CUSS. The review committee needs to have time to review before that.
 - Kurt will ask Michelle to send out an update to the Staff Council.

Updates/Highlights

- Human Resources (Lisa Ross)
 - Open enrollment has closed.
 - Molly Pickel attended a Mental Health First Aid certification course. This was communicated to Amy Griffin and Mike Wilberg, chair of the Mental Health Committee.
 - Maryland Charities is wrapping up next week, on December 17.
 - There will be a different Employee Assistance Program. They have a lot of work-life balance resources, 24-hour assistance for call-ins. They will be branded as Life Resources. Information will be coming out soon.
 - The sexual harassment training will be sent out in the new year.
- Admin Council – (Kurt Florez)
 - Everyone on Admin Council enjoyed the Staff Appreciation Day and received great feedback from their staff.

- CUSS Update (Julia Bliss and Lori Stepp)
 - The Legislative group is getting ready for advocacy day. On February 19, a group of UMCES staff will be heading to Annapolis to advocate for UMCES.
- Lab Updates
 - HPL
 - Sheri has left and there will be someone in a new role that covers some of her duties.
 - David Ferraris is the new communications person.
 - CA
 - Stewart Clark started last week as the VPSI
 - After winter break, Denise Yost will be starting and working with all the labs on extended studies.
 - Barb Jenkins is retiring at the end of this month. A contract administrator will be filling some of her responsibilities and there is a second interview this week. The hope is to have someone begin shortly after the new year.
 - IMET
 - IMET hosted ambassadors from EU nations.
 - AL
 - Claudia Cochran will be handling AL proposals.
 - Holiday party next Friday.
 - CBL
 - There are three new employees in maintenance.
 - There will be a holiday party next week with service awards from individual labs.
 - SeaGrant
 - Anita Shelton was hired on Monday. She has taken on Toyé's responsibilities.
 - There was a SeaGrant Association meeting in Puerto Rico. Fredrika Moser is the head of the association.
 - Several Sea Grant partners and IMET partners are in Wisconsin working on salmon aquaculture.
 - SeaGrant was awarded a large grant to provide science education to underserved community.
 - The Chesapeake Quarterly was recently released and the next one is in the works, with pieces on many UMCES projects
- New business
 - Nothing to Report

Next Meeting: February at 10am