



**STUDENT UNION BOARD OF DIRECTORS
Personnel Committee Meeting Minutes**

**September 15, 2020
4:15 pm**

This meeting was a telecommuting meeting by Zoom Video Conference

This meeting was facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

Voting Members Present: Antonio Bustamante*, Cynthia Fernandez-Rios*, Ellen Middaugh*
Voting Members Absent: Sonja Daniels
Staff Present: Tamsen K. Burke*, Debbie Gairaud*, Amy Guerra-Smith*
Guests Present: Joshua Reyes*, Zachary Birrer*

* Zoom video participant ** Zoom call in participant

I. CALL TO ORDER

Antonio Bustamante called the September 15, 2020 Personnel Committee Meeting to order at 4:16pm.

II. ROLL CALL

Antonio Bustamante asked Amy Guerra-Smith to do a verbal roll call. Amy Guerra-Smith completed a verbal roll call.

III. APPROVAL OF SEPTEMBER 15, 2020 PERSONNEL COMMITTEE MEETING AGENDA

Antonio Bustamante asked for any changes needed to the SEPTEMBER 15, 2020 PERSONNEL COMMITTEE MEETING AGENDA. Seeing no changes needed, Antonio Bustamante asked for a motion to approve the September 15, 2020 Personnel Committee Meeting agenda as presented.

Ellen Middaugh motioned to approve; Cynthia Fernandez-Rios seconded the motion.

VOTE ON THE MOTION: 3-0-0 MOTION PASSED.

IV. APPROVAL OF MAY 26, 2020 PERSONNEL COMMITTEE MEETING MINUTES

Antonio Bustamante asked for any changes needed to the MAY 26, 2020 PERSONNEL COMMITTEE MEETING MINUTES. Seeing no changes, Antonio Bustamante asked for a motion to approve the May 26, 2020 Personnel Committee Meeting Minutes as presented.

Cynthia Fernandez-Rios moved to approve; Ellen Middaugh seconded the motion.

VOTE ON THE MOTION: 3-0-0 MOTION PASSED.

V. AGENDA ITEMS:

- A. Interview and Approval of the Recommendation of the Student-at-Large Candidate(s)**

The members of the Personnel Committee interviewed two student-at-large candidates, Joshua Reyes and Zachary Birrer. After the interviews, the Personnel Committee members discussed the qualifications of each of the candidates.

Antonio Bustamante asked for a motion to approve the Personnel Committee recommendation to approve Zachary Birrer as a Student-at-Large Representative.

Ellen Middaugh moved to approve; Cynthia Fernandez-Rios seconded the motion.
VOTE ON THE MOTION: 3-0-0 MOTION PASSED.

Antonio Bustamante asked for a motion to approve the Personnel Committee recommendation to approve Joshua Reyes as a Student-at-Large Representative.

Antonio Bustamante moved to approve; Cynthia Fernandez-Rios seconded the motion.
VOTE ON THE MOTION: 3-0-0 MOTION PASSED.

B. HR Updates

Tamsen Burke gave the Personnel Committee members some Human Resources updates, noting that two full-time staff members resigned due to the current COVID situation resulting in two out of the three facilities not fully operating. Ms. Burke noted that the SRAC Guest Services Coordinator and the Facilities Maintenance Manager resigned due to cost of living issues. Ms. Burke noted that the Facilities Maintenance Manager position will be filled immediately to support the prioritized projects for this year. However, the SRAC Guest Services Coordinator position will not be filled at this time, but the Student Union cross-trained the Box Office Supervisor to temporarily fill the SRAC Guest Services Coordinator position.

Debbie Gairaud informed the Personnel Committee members that Open Enrollment is open starting September 21st to October 15th. Ms. Gairaud also noted that the Medical Premium rates will be up 6.1% effective January 1, 2021 but noted that this was already accounted for in the budget approved.

VI. MEETING ADJOURNMENT

Antonio Bustamante asked for any objections to adjourn the September 15, 2020 Personnel Committee Meeting. Seeing no objections, Mr. Bustamante noted that the September 15, 2020 Personnel Committee Meeting **adjourned at 5:05pm by unanimous consensus.**