

**USC Staff Assembly
General Assembly Meeting Minutes
August 8, 2009
LAW 103**

Present: Teri Adams, Evelyn Alva, Steve Arbuckle, Linda Bazilian, Sonya Black-Williams, Tim Boston, Robert Boyd, Cynthia Brass, Delfina Candelaria, George-Ann Cleary, Torie Daves, Ingrid DeCook, Lisa Escobar, Rita Gonzales, Dianne Flores, Gloria Gamboa, Bill Givens, Michelle Jones, Shannon Hinojosa, Tessie Jamanila, John Kennedy, Tracy Kerr, Lisa Kofman, Ellen Miyasaki, Kathy Neal, Si Nguyen, Lou Nieto, Georgina Nuttall, Bryan Ortiz, Irma Quintana, Gloria Reyes, Lillian Rivera, Mary Trujillo, Lorna Tureaud, Denise Wiegel, Vicki Young.

Absent: Deborah Aguilar, Josie Amescua, Teri Aparicio, Anthony Bailey, Allison Bryant, Rossana Cabrera, Wendy Cook, Robert Cuthill, Renee Cypert-Soto, Shirley Beard-King, Alan Kita, Phyllis Lemons, Rachel Levy, Naomi Martinez, Yolanda Mora, Lois Nishimoto, Ardell Nolan, Janet Prince, Shirley Seymour, Rosie Tellez, Lydia Vazquez,, Carol Williams, Ronald Zuletta.

Call to Order:

President Lou Nieto called the meeting to order at 9:07 am.

Staff Recognition Award

Marilee Reynolds, HD Human Resources Director, Viterbi Business Affairs, Viterbi School of Engineering introduced the August Staff Monthly Recognition Award recipient, Karen Johnson, Business Manager, Biomedical Engineering. According to Ms. Reynolds, what makes Ms. Johnson special is her loyalty and pride in her work. Karen thanked everyone who nominated her, and stated that she is delighted to be a trojan and honored to receive the award.

President Lou Nieto presented Karen with a plaque on behalf of President Sample, and the Staff Assembly. Evelyn Alva of the Staff Club presented to Ms. Johnson a check on behalf of the Staff Club for \$150.00.

Approval of July 9, 2009 General Assembly Minutes

On a motion by John Kennedy, and seconded by Robert Boyd the minutes of July 9, 2009, meeting of the Staff Assembly were approved with corrections.

Associate Senior Vice President for Administration Report – Janis McEldowney

No report was given this month.

Personnel Council Report – Awilda Bregand

Jeff Mc Elrath has been hired as the Chief Human Resources Officer for the hospitals. Mr. Mc Elrath begins his new position on August 24, 2009. Previously, Mr. Mc Elrath was with the human resources department at the hospitals of Arizona State University and the Mayo Clinic.

Lisa Macchia reported that the HMO's premium rates may be increased as much as 13% next year. There may be a need for major changes to be made to the medical plans if the University cannot get HMO providers to lower their proposed cost increases.

Vanguard Retirement is now completely paperless.

Financial education sessions are going to be offered to the hospital employees. The focus of these sessions will be on loans and hardships.

A Woman's Leadership Conference will be held at the Davidson Conference Center on September 9, 2009.

Benefits Open Enrollment is going to begin on November 2, 2009 and end on November 20, 2009.

The UPC Benefits Fair will take place on November 4, 2009 and the HSC will take place on November 5, 2009

Committee Reports:

Communications – Rita Gonzales

Ms. Gonzales reported that there is going to Open Forum about Retirement at the end of October and please turn in your reports and articles to Torie Daves by August 4, 2009, so they may be published in the next issue of the *Assembled Voice*.

Compensation and Benefits –Lisa Escobar- Chair

Ms. Escobar reported that the Compensation and Benefits Committee met on July 10, 2009. The Committee is looking into payroll deduction for Lyon Center fees. The EBAC meeting was held on July 22, 2009 and the HMO rate negotiations were discussed. The next Committee meeting is August 14, 2009.

Environment – Sonya Black –Williams-Chair

The Environment Committee met online this month. The Committee is working on the next Emergency Preparedness Fair. The HSC campus will have an Emergency Preparedness Fair this year as well as the UPC Campus. Twenty-two vendors are expected at the fair this year. The “Great Shake-Out” will be held on the HSC campus this year. Next Committee meeting will be held August 12, 2009.

Rights and Responsibilities

No report was given.

Rules and Elections – Linda Bazilian - Chair

Met virtually. Next meeting is next week. The topic of the next Committee meeting will be nominations and the election process

Transportation – Lou Nieto

The committee continued their discussion of the following issues: the availability of parking, parking passes for MTA bus riders like the ones that are given to carpool and van pool riders. The next Committee meeting will be August 13, 2009 at UGB and the Guest Speaker will be Tony Mazza, Director of Transportation Services.

Guest Speaker: Mariano Elephano, Production Supervisor, School of Cinematic Arts

President Lou Nieto introduced the guest speaker. Mr. Elphano is the recipient of the 2009 President’s Award for Staff Achievement. Mr. Elphano is very active volunteering within his community. Mr. Elphano stated that if “you endeavor to be a good staff member that your life can change forever.”

New Business: No new business

Next Meeting:

Thursday, September 10, 2009 from 9:00am-10:30 a.m. Location: TBD – University Park Campus.

Adjournment:

A motion to adjourn was made by Sonya Black-Williams, and was seconded by Rita Gonzales. The meeting adjourned at 10:01 a.m.

Minutes submitted by Victoria Young.

Staff Assembly E-mail Address: staff.assembly@usc.edu

Staff Assembly Web page address: <http://www.usc.edu/org/staffassembly/>