

MAT Executive Council
Tuesday, September 23, 2008
MINUTES
9:35am
Maricopa Room, DO

Members Present

Jeanette Stephens, DO	Jan Binder, PC	Pat Honzay, DO
Jim Neuenfeldt, PC	Nicola Perry, GCC	Kerry Mitchell, PC
Rachelle Clarke, RSC	Michele Hamm, GWCC	Nicole Deleon, EMCC
Jonathan Baney, MCC	Mike Trier, DO	Jared Langkilde, MCC
Shirley Henderson, MCC	Alberto Olivias, DO	Scott Wickham, CGCC
Andy Lenartz, DO	Seth Goodman, PC	
Nick Rouse, DO	Cat Dragon, SCC	

Members Not in Attendance

Jeanette Cernetic, MCC
Ken Clark, PVCC
Cheryl Crutcher, SMCC

Call to order: A quorum was established, and the meeting was called to order at 9:35am.

Approval of Minutes: August minutes were approved as presented

Bylaws Changes (Andy Lenartz)

A motion was brought forth to add language to the MAT Bylaws, Article II section 3 to state that MAT members (dues paying MAT employees) would be eligible for up to \$250 in legal fees in the event that established procedures (Resolution of Non-Policy Concerns and Grievance Procedures) are unsuccessful in adequately resolving work-related conflicts. After discussion, the addition of language to include the approval of the Grievance Committee for the release of the \$250 was added. The motion passed unanimously.

Side discussion - HR will be asked to provide general information about grievance outcomes while protecting the confidentiality of those involved. This data will give the Grievance Committee the opportunity to assess the types of grievances common to the MAT group.

A motion was brought forth to remove the word "Collaborative" from Article VII; section 3 referring to Collaborative Policy Development and to add the MEC President Elect as a required member of the Policy Development Team. After verifying that the MAT Policy Manual contained language that was the same, the motion passed unanimously.

Executive Council Remuneration (Jim Neuenfeldt)

Motion to approve a pilot process as follows: if MEC members have attended all 3 meetings in a quarter, no form needs to be submitted. If MEC members have not attended all meetings, an exception report can be filed.

Discussion – Some members may forget to sign in, or a mistake might be made when recording attendance, yet the MEC member did attend.

Motion (PASSED) – Pilot process approved with the following added - If remuneration amount is less than 100%, that member will be notified.

Professional Growth Update (Jim Neuenfeldt)

Tuition and Activities Process Changes

Motion (PASSED) to approve the following changes: 1) Final approval is by committee chair; 2) Overestimates on applications will not be allowed; 3) Date received must be the same or later than application date; and 4) \$50 total luggage allowance.

Discussion after the vote – It was requested that the subcommittee revisit tuition reimbursement policy that differentiates between state tuition and private tuition reimbursement rates.

Sabbaticals (Jim Neuenfeldt)

Discussion – in case MAT will have to justify requesting funds, the committee is collecting data on sabbaticals and professional growth usage.

Certification (Nick Rouse)

The committee collects applications for certifications and meet on a monthly basis to approve. Certifications have to be earned as a MAT employee, and after the certification is approved by the committee. Applicants have to earn points in a 7 year time-frame. Go to www.maricopa.edu/mat/pg for more information. The cap is at 2 certification awards. The policy development team will discuss the possibility of increasing certificate cap. Technical employees certificates and degrees are outdated quickly.

Policy Development Update (Jim Neuenfeldt)

Motion (PASSED) to approve attorney fees/retainer for \$5,000 this year for policy development and the possibility that the grievance against district goes beyond the governing board and MEC decides to take legal action.

Discussion after the vote – 1) MEC will research the possibility of taking MAT dues out of the district's system and putting the funds into a private account. This will eliminate any conflicts of interest between the district and MAT expenses; 2) MEC will research grievances regarding working over 40 hours a week and required to report sick time and/or getting reprimanded for a long lunch.

Reports/Updates (Officers/Committee Chairs)

Treasurer's Report (Alberto Olivas)

A new report format was presented to the committee. It was well received with minor requests for more detail.

EBAC Report (Michele Hamm)

Medical claims are holding steady with only a 5% increase so far this year. To keep claim costs down, EBAC is encouraging the use of urgent care over emergency rooms; a greater shift from Buy-Up to Core Plan elections; and more use of generic drugs over brand name drugs.

Other Issues

Site Communication (Seth Goodman)

Discussed the need for advice and best practices about how other units disseminate information to their constituents. As a result, site communications will be a standing item on the MEC agenda.

Next MEC meeting (Jim Neuenfeldt)

Debbie Thompson is coming to next MEC meeting to discuss the state of the Maricopa budget.

PSA concerns (Jim Neuenfeldt)

Jim met with PSA to discuss communication/collaborative issues. They want: joint conferences/workshops, Maricopa specific training for managers who come from outside, managers to allow PSA employees more flexibility and support for attending monthly PSA meetings and general involvement in PSA, and would like MEC to keep PSA in mind regarding policy development for advancement opportunities.

Adjourned at 11:30am