



Association of Professional & Technical Administrators

APTA BOARD AGENDA

9/19/2022

11:00 AM

Virtual Conference

Topic: Emergency Non-regular board meeting

Attendees:

Dr. Scott Barclay (Past President)
Dr. Shannon Colón (Vice President)
Mark Erwin (Pro-Tech Rep.)
Nicole Moreno (Secretary)
Ashley Pilat (Psychologist Rep.)
Shellie Terry (Treasurer)

Agenda items

- I. Regular Board Meeting September 7th, 2022—**Approved. Scott Motions, Mark seconds. All in favor. Motion carries.**
- II. Things to do/transfer/files/bank information/electronic access re: former president of APTA.
Storage of recordings/APTA meeting notes Sharepoint vs. APTA website.
 - a) Signature Cards on Bank Account: We will need to change signature cards at the bank. Currently signed by former President Tami Zimmerman and Shellie Terry, Treasure. Shellie will find out how to update at the bank and board can discuss at October meeting.
 - b) Sick Bank Files: We need to find out who district contact is for sick bank files. Scott will reach out to former President Tami. Previous process was that member applied for sick bank usage, the APTA sick bank committee was emailed to review information and recommend approval (or not recommend approval), and board then voted usually following recommendations of the sick bank committee.
- III. Appointment/Discussion Interim President (remainder 22/23 term), Vice President replacement (one year only until new elections in May '23 to begin term in fall '23), and any other board member

vacancy pending one of the current board members occupy a new position—*relevant bylaws Article V, Section 2-b, and Section 4.*

- a) Tami Zimmerman is no longer a part of APTA in her new positions so needs to be replaced as President. Motion for Shannon to be appointed Interim President for remainder of 22-23 school year and then serve her regular presidency for 23-24 school year. **Scott motions, Mark Seconds. All in Favor. Motion carries.**
- b) Vice President would then need to be a Protech with an Interim Vice President for 22-23 School year and then hold elections in spring 2023 for Vice Presidency for following year. Motion to have Mark Erwin serve at Interim VP for rest of 22-23 school year. **Nicole motions, Shannon seconds. All in favor. Motion carries.**
- c) A Protech rep will need to be found to replace Mark for this year. Eddy Chacon ran against Mark previously. Mark will talk to Eddy to see if he would be interested in being Protech rep for remainder of 22-23 school year. If Eddy agrees, motion to appoint will be made at October board meeting. If he is not interested, Shannon will reach out to Protech volunteers for bylaw committee (Roy Anderson, Marti Hartmann, or Kimberly Lynch).

IV. Finalize/Clarify 9/7/22 discussion/Discuss—Recordings of all meetings/vote, sending meeting minutes of all open sessions to all members/vote.

- a) Ashley: most closed session information dealt with employee relations issues so this was often skipped if there was no relevant discussion.
- b) Shannon reported a member has contacted her about an issue but wants to remain confidential. If Shannon describes the situation, we may be able to identify who the member is. This topic will be discussed next board meeting.
- c) Some discussion about whether to record APTA board meetings and would these recordings be kept on Sharepoint or website? Motion to put on October board meeting for discussion. **Shannon motions. Ashley Seconds. All in favor. Motion Carries.**
- d) Discussion that minutes will be housed on the website and not emailed to members. All members will be invited to upcoming meetings.
- e) Motion that all board minutes should be sent to board members' personal emails. **Shannon motions. Scott seconds. All in favor. Motion carries.**

V. Unfair Labor Practice discussion/vote. – see closed meeting minutes

VI. Meeting w Superintendent/discuss attendees/replacement/scheduled 9/26/22 11-11:30 am. at 425 E 9th St. Superintendent's office and scope of discussion/informal agenda TBD.

- a) Tami scheduled this prior to leaving APTA. Scott reported that in the past, it was often Past President, President and Vice President that attended these meetings with former Superintendent.
- b) Board determined that this practice would continue so Shannon Colon (Interim President), Mark Erwin (Vice President) and Scott Barclay (Past President) will attend. Scott reported he thinks it would be good if this could occur about 4 times per year as was the past practice.
- c) Shannon reported many members have reached out to her with potential items to bring up for discussion with Superintendent Enfield. She has made a list and has removed identifying information from the list. She will share this list with Scott and Mark prior to the meeting.
- d) Discussion of whether this was an informal "meet and greet" kind of thing versus more formal discussion.

VII. Meeting w Human Resources and J. Listinsky, E. Ellison, C. Reich, A. Spotts, R. Dreher, R. Dreher Jr./discuss APTA attendees/replacement/scheduled 10/31/22 3-4 pm at 425 E 9th St. Emergency Operations Center/should we ask to record this meeting?

- a) Purpose of this meeting is to discuss possible separation of Protechs and Psychs to create two unions rather than one overall union for APTA. Shannon voiced that this meeting will help determine a) Will the district recognize the psychs as a separate union? and b) Will the district be willing to put in writing that all current APTA contract provisions and protections will remain in place until two new contracts are ratified?
- b) Original meeting was to include Tami Zimmerman, Shannon Colon, Ron J and Ron P, and Emily Ellison. Now the meeting also includes J. Listinsky, C. Reich, and A. Spotts from the district. APTA will now send Shannon, Ron P, Ron J, and Mark as well.
- c) Ashley expressed that she would be in favor of recording the meeting, unless the district declines recording. Scott asked if it was necessary to record the meeting if our APTA lawyers/representatives were present as well? Mark pointed out that if the meeting is held in person, Nevada grants that you don't need permission to record. Nicole commented that recording the meeting may not be a "hill to die on" if we are trying to maintain working relationships with the district.

VIII. Bylaw committee—discussion of potential postponement pending outcome of 10/31/22 meeting via district response to ULP.

- a) Shannon: We will need to update bylaws and constitution regardless of whether psychs and protechs split unions.
- b) Scott and Shannon indicated that potentially we should wait to begin work on bylaws after meeting with district on 10/31. Nicole proposed we get sample bylaw language from Ron P and Ron J for review. Mark agreed we should postpone meeting currently set for Oct for bylaw committee but ask they be thinking about possible needed changes in bylaws. We could send out email to bylaw committee members to think about what needs to be worked on. Motion to postpone bylaw committee meeting until November. **Mark motions. Ashley seconds. All in favor. Motion carries.**

IX. Additional Discussion Items

- a) Shellie asked about additional payout from ESSER funds now that contract is ratified. Mark indicated that Ron P and Ron J would know about this. Ashley suggested we ask Ron P and Ron J about this or ask if they should reach out to Emily Ellison.
- b) Shellie expressed concern about how the sick leave pay out occurs when people retire. This process seems to be somewhat unclear and doesn't seem to work well. Very few people seem to benefit from this process. Scott agreed and indicated he believes people get a percentage of the total sick days if you are first in line or based on seniority. This may need to be addressed in negotiations. Shellie indicated this was one benefit she thought would be good when she was hired but she has now realized she may never see this benefit. Board determined this should be put on the October Agenda and Shellie will contact Lisa Mae in payroll to get more information.
- c) Nicole will ask Chris about website update. How to access so we can upload minutes. Potentially add Mark as a contributor to help.
- d) Nicole asked about using professional Zoom account (instead of free one) for future meetings that needed to be virtual. Mark indicated we can use Teams as long as just board meeting and doesn't include Ron P or Ron J. Team will be used if needed but future meetings best in person.
- e) Next Board meeting date October 12 at 11:00. Shannon will find location.

X. Adjournment of Meeting: 12:07 PM. Mark motions to adjourn. Scott seconds. All in favor. Motion carries.

Action Items	Owner(s)	Deadline	Status
Update Signature Cards at Bank	Shellie Terry	October board meeting	In progress
Locate Sick Bank Files	Scott Barclay	October board meeting	In progress
Find out if Eddy Chacon interested in being protech rep to APTA	Mark Erwin	Oct board meeting	In progress
Possible closed session discussion on behalf of member	Shannon Colon	October board meeting	In progress
Communicate to Ron P and Ron J to continue ULP	Shannon Colon	ASAP	Complete
Share potential member concerns/information for meeting with Superintended Enfield with Mark and Scott.	Shannon Colon	Prior to Sept 26	In progress
Send letters to board between APTA and district to explain district behavior during negotiations	Shannon Colon	ASAP	Complete
Obtain sample bylaws from Ron P and Ron J for consideration by bylaw committee	Shannon Colon	By October board meeting date	In progress
Ask about ESSER funds now that contract is ratified	Shannon Colon	ASAP	Complete

Contact Lisa Mae in payroll about sick leave payouts process

Shellie Terry

By October board meeting date

In progress

Set meeting date for October board meeting with location

Shannon Colon

ASAP

Complete

Potential Agenda Items for October:

1. Update on bank signature card changes.
2. Update on sick leave documents.
3. Update on protech rep for APTA.
4. Update on closed member issue from Shannon.
5. Discussion whether to record Board meetings
6. Any updates on ULP
7. Update on meeting with Superintendent Enfield
8. Update of bylaw committee
9. Sick leave payout update
10. Website update