



Statewide Administration Assembly

Minutes

January 15, 2014

Video Conference

Fairbanks: Butrovich 204

Anchorage: BOB 205

1-800-893-8850 PIN 6484987

Call to order and roll call

Dory called the meeting to order at 10:04 a.m. and LaNora called roll.

Members Present:

Dory Straight, President (2013-2015)

Monique Musick, Vice President (2013-2015)

Tina Holland, Secretary (2013-2015)

Alex Amegashie (2013-2015)

Heather Arana (2012-2014)

Tanya Coty (2013-2014)

Linda Hall (2013-2014)

Jeff Holloway (2012-2014)

Kathleen Miner, Anchorage (2012-2014)

Dana Platta, (2012-2014)

Chrystal Warmoth, Anchorage (2013-2015)

Staff Present:

LaNora Tolman, Executive Officer, System Governance

Guests Present:

Chris Christensen, Associate Vice President, State Relations

Michelle Rizk, Associate Vice President, Budget

Chas St. George, Strategic Direction Coordinator, Academic Affairs

Erika Van Flein, Director, Benefits

Safety Minute

Dory explained emergency exits

Agenda Adopted and November Minutes Approved

Jeff motioned Linda seconded. None opposed. Agenda was adopted.

November 13, 2014 minutes – Monique moved Dana seconded. The November minutes were approved.

December minutes – next meeting

President's report

Dory talked about ComPsych and the website. The counselor is the only site that seems to have any reply.

Dory talked about employees being involved in change agent training. She spoke to Ann Sukamoto about how staff can get training on how to be change agents or handle change.. She stated Karl Kowalski is a good contact and have him come to an SAA meeting to talk about the training sessions.

Action Item: Jeff will contact Karl Kowalski and talk to him about the changes and training sessions.

Dana suggested Jim Durkee as a contact as well.

Staff Alliance Update

The alliance meeting took place on Jan. 14, 2014.

Agenda and discussion items:

- Great turnout at the BOR meeting in December. The talked about videoconferencing at the various locations for staff to get involved more in the future when they cannot physically attend.
- UAF set up a new group to work on budget and currently there is no staff representation. The staff are working on changing it.
- President Gamble spoke about his busy schedule. He will speak with the Board of Education and the Commission. There were education topics with the senate. The BOR will have their retreat Jan. 23 and work on how to handle the budget cuts, and work on Shaping Alaska's Future. Legislative Session begins on the 20th and the chancellors and provosts meet on 24 February. They will try to figure out the priorities, and how to approach budget development and strategies with engineering buildings and the UAF power plant. There has been systemwide discussion on budget cuts and he has no plans to cut staff or freeze pay but a chill is in the air and when vacancies happen, they may not be filled. The travel budget will be tightened as well. The president talked about the HR survey and whether there were any useful cost cutting suggestions included. He stated there were only a few. He discussed how the future transitions will affect students and talked about the college readiness and how it will affect the future. There will be no more new buildings planned after the engineering buildings are complete.
- The alliance discussed their upcoming March retreat.

Guests

Chris Christensen–Legislative Outlook - He is in Juneau on Jan. 20 and he will be there for the next three months. This is his 31st legislative session in Juneau and this year looks historically bleak. The state budget deficit last year was \$400 million. They predicted a \$750 million deficit this year but now it is a \$2 billion deficit. Looking at the deficit as a percentage make it look a lot worse. Last year, the state received \$6.9 billion in unrestricted general funds. This year the state will receive about \$4.9 billion. That is a reduction of 30% in just over one year. For next year (the budget currently being put together in Juneau), the predication is further reduction of \$4.5 billion. This is the budget the legislature will be looking at and deciding for the four big

agencies. Over one third of revenue is evaporating in the space of a few years. The last time one-third of the revenue declined was back in 1986. At that time, they knew it would bounce back will oil production, but not this time around. This is the new normal. The state cannot print money like the feds. The legislature will not impose an income tax and they are not taking away the dividend. It leaves only two ways to deal with the budget deficits: 1. reduce spending or 2. tap into the state's savings accounts. The savings has \$17 billion to access, not including the permanent fund. Last year they reduced the capital budget by 30%. The deficit still ended up being \$2 billion. Administration released estimations a few years ago that our savings will last 5 to 11 years. The legislators believe the state is falling off the fiscal cliff and they hope to stretch out the savings over a longer period. State government is big. Three-quarters of the state budget is spent on only four agencies: Education and Early Development, Health and Social Services, Department of Transportation and Utilities, and the University of Alaska. The four super agencies cost seventy-five percent of the available dollars. The university is the only one that can raise money through tuition, donations, and land revenues. UA is at a bigger risk for cuts than the other three agencies. This year, the UA Board of Regents proposed an operating and capital budget that covers our fixed costs such as pay raises and the operating costs of new buildings, like the UAA arena, and those fixed costs are about \$8 million. The regents also want to add \$3 million for new programs, which is less than a 1% increase. This was a very tight and responsible budget. Unfortunately, the regents cannot give the budget directly to the legislature; they have to give it to the governor. The governor gives the budget to the legislature. He cut about 5% from the current year and then he added back in money to cover pay raises. The university is looking at just under a 3% cut which is about \$15 million. The legislature can leave the governor's budget as is, add money or cut it even more. The prediction for this year is the house will cut it even more before it goes to the senate. For the capital budget, which is the budget that funds new things like buildings, the regents asked for about \$320 million to complete the engineering buildings at UAA and UAF, and to renovate the heat and power plant at UAF, and some research projects that benefit Alaska. The governor's budget has only \$47 million for deferred maintenance and maybe \$10 million for the engineering buildings. There might be some money added for the buildings.

Monique said there is a budget comparison on the State Relations site.

Chas St. George – Shaping Alaska's Future –Effect Statement drafts were sent out by LaNora. The drafts only contain the issues and effect statements. They ask for feedback by February 17, 2014. Any feedback should go through LaNora and she will send the feedback to Dana Thomas. Look over the issues and effects and see if they are too general or clear and provide comments on your perspective. Chas asked everyone to give him a call if they need more information. There will be opportunities for staff to contribute on task forces in the future.

Erika Van Flein – Human Resource Issues – Co-payments and cost changes – No changes to co-payments and cost except what drugs are on Tier 2 and Tier 3. Pharmaceutical control is tighter. Tier 2 under Care Mark is probably Tier 3 under Premera and will cost more. Generic co-pay has not changed. Generic should be a \$5 co-pay at retail.

Healthy Roads website became live and accessible.

Erik Seastedt – Performance Evaluation Form - “Truly Amazing” verbiage is gone and now “Singularly Exceptional” took its place. “Fully Proficient” is now “Excellent.” The evaluation form is a pdf fillable form. They are looking into securing it for electronic signatures. The plan is to train the supervisors around April 1 on how the form is to be used. Usage may not roll out until July 1. Discussion occurred about the evaluation deadlines, which has not been set yet.

Staff Service Awards

Dana said the fliers were up and they were waiting for the box to fill up. Good door prizes will be available. She will form a committee to review the actual nominations. Linda, Tanya and Dana volunteered. They will ask someone else in Anchorage and Linda stated Debbie Carlson might be interested as a non-SAA member. Tanya said she would ask Linda Stanley as well. Dory said she would put the awards on her credit card and put it on the SAA fund and org. Dory will help order catering and put it on her ProCard to assist the Governance Office since they are swamped. The Internal Audit Department employees are the entertainers for the ceremony. Nicole Pittman is the contact.

Holiday Potluck Follow-Up

Monique said the Google Form on Google Sites was a good model for future events to get feedback. It worked well for the gifts too.

Chapter Four of UA Regulations Feedback

All the feedback on assigned points is due next month, February.

Code of Ethics

Monique said they had a meeting and would like to be put on the System Governance Council agenda next month. They will invite the faculty, staff and students to be participants in the process. The committee has ideas they like but want to get more buy-in. This one is coming from the employees instead of the administration and they hope to get positive feedback.

SAA Goals and Metrics

Filtered Water Fountains

Action Item: Dory stated there needs to be some more feedback from the departments and she will try to get it out by the end of the month.

Design of Website for Point of Reference

This topic will be discussed this spring.

Discussion took place about the feedback needed on Shaping Alaska's Future issues and effect statements.

Action Item: Dory will send out a reminder about Chapter Four assignments.

Fairbanks Issues

Staff awards nominations are due Feb. 24 and Staff Make Students Count award opens on Feb. 27.

Jeff spoke with Elaine Main, Butrovich Building Coordinator. She has a long list of items needed to be repaired in the Butrovich building. She would appreciate point-of-contacts for areas of the building (e.g. men's first floor restroom, second floor women's restroom) and follow up if the job were repaired. It was suggested that Elaine possibly add verbiage to her email replies for work requests that the responder check back with her in a week as a follow-up.

Agenda Items for Next Meeting

Members went over the agenda changes to next meeting.

Dana suggested having training under Skillsoft for the performance evaluation process.

Action Item: Dory will contact Ann Sukamoto about possible training on Skillsoft.

Monique mentioned the new hot line set up for employees who are not comfortable talking with other employees and supervisors about issues.

Next month, look at elections.

Monique moved to adjourn and Linda seconded. The meeting was adjourned at 12:00 p.m.

Minutes taken by LaNora Tolman