

LSU | Staff Senate

MEETING MINUTES March 16, 2022

President Amber Salvadras presided over the March 16, 2021, Staff Senate meeting held in the Training Room at the LSU Foundation Center for Philanthropy at 10:30 a.m.

Unclassified

Executive/Administrative/Managerial

P - Tammy Millican ('23)

Professional/Non-Faculty

P - Alvarez, Capri ('23)

P - Braden, Laurie ('22)

P - Carney, Mo ('24)

Pr - Cummings, Ellen ('22)

P - Duplechain, Joshua ('24)

A - Garner, Karen ('22)

A - Garza, Jorge ('24)

P - Ghebreyessus, Walta ('22)

A - Harb, Ryan ('23)

P - Herman, Catherine ('22)

P - Hicks, Emmy ('24)

P - Law, Shemeka ('24)

A - Lee, Quinneke ('24)

P - Levesque, Jonathan ('22)

P - Nickerson, John ('22)

A - Rafati, Karina ('22)

P - Sansoni, Gerald ('23)

P - Shaw, Linda ('24)

A - Shows, Haley ('23)

P - Slocum, Jenee ('23)

P - Smith, Henri ('24)

P - Stone, Megan ('23)

P - Trahan, Amy ('22)

P - Walker, Jason ('24)

P - Washington, Valori ('23)

P - Williams-Carter, Tyrslai ('24)

A - Wilson, Derek ('23)

A - Yan. Le ('22)

Classified

Skilled Crafts

A - Corbitt, Brent ('22)

Technical/Paraprofessional

P - Matkovic, Igor ('23)

A - Nehlig, Mark ('24)

Clerical/Secretarial

P - Salesneves, Sarah ('22)

P - Salvadras, Amber ('22)

A - Sparks, Donna ('24)

Service/Maintenance

P - Christopher Hopkins ('24)

A - Robertson, Winkyessa ('24)

A – Indicates Absent

P – Indicates Present

Pr – Indicates Proxy

GUESTS:

Conswella Johnson, Wife of Milton Johnson
Milton Johnson, Jr. Son of Milton Johnson
Anita Johnson, Daughter of Milton Johnson
Barbara Johnson, Family Member of Milton Johnson
Frank Johnson, Jr., Family Member of Milton Johnson
Tiffany Mason, Risk Management
Julie Constant, CorVel Corporation
Olivia Phelps, Human Resource Management
Niki Norton, Human Resource Management
Christian Marentes, Facility and Property Oversight
Darrell Lambert, Facility and Property Oversight
Keith Brown, Facility and Property Oversight
Ignacio Reyes, Facility and Property Oversight
Mark Heil, Facility and Property Oversight
Francisco Tomas, Facility and Property Oversight
Dennis Droge, Facility and Property Oversight
Jesse Barkley, Facility and Property Oversight
Kenny Williams, Facility and Property Oversight
Michael Pinkins, Residential Life
Krystin Deen, Facility and Property Oversight
Dagoberto Montes, Facility and Property Oversight
Aaron Cherry, Facility and Property Oversight
Tony Eskine, Facility and Property Oversight
Casey Coughlin, Campus Federal Credit Union

CALL TO ORDER

The meeting was called to order by President Amber Salvadras at 10:30 a.m.

ATTENDANCE

There was a quorum with one proxy noted.

PLEDGE OF ALLEGIANCE

President Amber Salvadras led the Pledge of Allegiance.

APPROVAL OF THE MINUTES – February 16, 2022 Staff Senate Meeting

A motion to accept the minutes was made by Past-President Jonathan Levesque. The motion, seconded by Senator Sarah Salesneves, carried.

PRESENTATION OF FLAG TO THE FAMILY OF MILTON JOHNSON

President Amber Salvadras announced that the Staff Senate would like to present the flag honoring Mr. Milton Johnson.

Mr. Milton was a native of St. Francisville, Louisiana. He was hired at LSU on July 26, 1999 and worked with Facility Property and Oversight. He was also the owner of Johnson Drywall and Painting in Baton Rouge for the past 30 years.

Mr. Milton Johnson passed away on August 23, 2021, with 22 years of service as an employee of LSU.

As LSU Policy Statement 63 states, in cases of employees with 10 or more years of service at LSU, an LSU flag will be flown in honor of the deceased employee. The flag will be flown for 24 hours then folded and placed in an engraved case with the name and date that it was flown in the employee's honor.

Mr. Milton Johnson's flag was flown over the Parade Grounds on September 10, 2021.

President Amber Salvadras announced that it is an honor for her to be able to present this flag to the family of Mr. Milton Johnson.

It was also announced that several of Mr. Milton Johnson's co-workers who made the case that the flag was placed in, signed the bottom of it.

GUEST SPEAKER – TIFFANY MASON, RISK MANAGEMENT

President Amber Salvadras introduced Tiffany Mason with Risk Management.

Tiffany Mason thanked the Staff Senate for the opportunity to speak with the group today. Tiffany began by presented a PowerPoint regarding the LSU Worker's Compensation Program. She explained that worker's compensation is a type of insurance that provides medical and indemnity benefits to injured employees. The Louisiana Office of Worker's Compensation Administration requires that all employers provide worker's compensation coverage to their employees with some limited exemptions.

If an accident occurs during the course and scope of the employee's job, they must report the injury to their supervisor and then call the Employee Injury Hotline to file a claim. The employee should then seek medical treatment. If it is a life threatening injury, this can be done as soon as possible.

The claim will go through an investigation process where the accident details are confirmed. The employee and any witnesses will be contacted and safety concerns and confirmed accident details will be analyzed.

Employees must use sick leave to cover absences. Annual leave requires Human Resource Management approval. All absences should comply with the university and Civil Service policies. For absences greater than 7 days, the indemnity process would begin.

Employees must report all job injuries, follow all absence and leave policies and cooperate with the investigation process, Risk Management staff, their supervisor, CorVel Corporation who handles the claims administration and treating physicians.

Supervisors are to assist with reporting the initial claim, communicate with the employee regarding absences, review work restriction requests and report concerns to Risk Management and Human Resource Management for review.

Some unique factors that some LSU staff have are:

- Rigid Work Schedule
- Overtime and/or Overnight Work
- Pre-existing worker's compensation claims and/or injuries more common because of the nature of work, i.e. heavy duty lifting

LSU Workers Compensation Program Partners are:

- Risk Management
 - Tiffany Mason, Risk Analyst
 - Edward Nobles, Assistant Vice President & Program Administrator
- CorVel Corporation
 - Claims Administrator
- Total Occupational Medicine
 - Preferred Medical Provider

The floor was opened for questions.

President Salvadras thanked Tiffany Mason for attending today's meeting.

PRESIDENT'S REPORT

President Amber Salvadras reviewed relevant meetings in which she attended.

- Attended the LSU President's Values and Vision Retreat
- Attended a meeting with some of the members of the Staff Benefits, Policies and Development Committee and Representatives with Human Resource Management to discuss a Staff Campus Climate Survey
- Attended the Community Engagement Committee Meeting
- Attended the Council of Staff Advisors Meeting
- Held the Staff Appreciation Committee Meeting

- Held the Executive Committee meeting in preparation for the month of March
- Attended an Administrative Process Improvement Committee Meeting
- Attended the Provost Search Committee Meeting with the goal for the new Provost to be installed by July 1, 2022

COMMITTEE REPORTS

Community Engagement

The committee hosted the Annual New Staff Reception Breakfast this morning to recognize new employment at LSU which was successful. Chartwell's provided a full breakfast at no cost to Staff Senate.

For the new employees who chose the dinner option, their reception will be held at 4:30 p.m. today, in the Commons area of Patrick F. Taylor Hall. Chartwell's will provide appetizers for the dinner at no cost to Staff Senate. Matherne's Market was chosen to provide the dinner.

Staff Appreciation

The committee met to plan the end of the year event for staff which will be held on Tuesday, May 3, 2022, at 4:30 p.m. for a Baseball Tailgate before LSU plays Nicholls.

The committee discussed having departments participate with appreciating staff during the first week of May. The Alumni Association has contributed \$250 and the President's Office has contributed \$500 towards this event. Jambalaya will be provided by Campus Federal Credit Union and the drinks will be provided Arcco Power Systems.

There was also a discussion regarding the Professional Development Fund where the criteria is being drafted.

Staff Benefits, Policies & Development

The committee met with Representatives with Human Resource Management to discuss a Staff Campus Climate Survey. They reviewed evaluating surveys, needs and thoughts of staff members. Representatives with Human Resource Management mentioned what they are currently doing and discussed where any gaps that can be included. The survey platform they use does not send out to all employees on campus but instead are sent to random LSU email related addresses.

Pregnancy & Parenting

A Stroll through the Oaks is scheduled on Saturday, April 2, at 10 a.m. The registration fee is \$10. They will hold a Parent Resource Fair as well. The LSU Staff Senate is contributing \$300 towards this event. A link will be sent out to all who would like to register. Volunteers are

needed.

Past-President Jonathan Levesque attended the Vice President for LSU Online Search Committee Meeting. There are currently 10 candidates. They too have the goal for this position to be installed by July 1, 2022.

OLD BUSINESS

Staff Senate Budget/Gift Fund

Treasurer Catherine Herman provided a written financial report that was included in the meeting packet for review by the full Senate.

Staff Senate General Election Timeline

The Staff Senate General Election timeline was mentioned during the meeting. Nominations are currently open until Friday, March 18, 2022.

Staff Senate Fee Support Scholarship

There was an approved amendment to the Staff Senate Fee Support Scholarship award which has been raised to \$500 per person instead of \$250. We hope that the spring recipients will receive this new amount for receiving this award.

Future Guest Speakers

If anyone has any suggestions for a Guest Speaker, please send those to the Executive Committee.

NEW BUSINESS

April Meeting

President Tate has been invited but he will not be able to attend until the May 18, meeting providing his schedules allows.

ANNOUNCEMENTS

Staff Senator Birthday

Staff Senator March Birthdays:

- Senator Jorge Garza will celebrate his birthday on March 17.
- Melonie Milton, Administrative Coordinator will celebrate her birthday on March 23.

Happy Birthday!

MOTION TO ADJOURN – With there being no more business, Past-President Jonathan Levesque made a motion to adjourn. The motion, seconded by Member-at-Large Gerald Sansoni, carried.

The meeting adjourned at 12:00 p.m.

John Nickerson, Secretary

JN/mm