



**Central Services Classified Senate
Tuesday, March 27, 2019
10:00 a.m.
ETS Training Room**

Minutes

Attendance:

Monica Garcia, President
Pam Eberhardt
Marty Kahn
Kevin Metcalf
Becky Bartindale
Jeanette Garcia
Sarvjit Dhillon
Annette Perez

I. Approval of Jan 22, 2019, Minutes

Minutes of the Jan 22, 2019, meeting were approved by consensus.

II. Treasurer's Report

Monica Garcia provided a budget report. ...Account balances are as seen in the following screen capture from the Feb, 2019 budget report:

Central Services Classified Senate			
Treasurer's Report			
Statement Period February 01, 2019 through February 28, 2019			
Summary of Business Checking Account - 8680 Wells Fargo Bank			
Bank Statement Period: we don't have the bank statement for this month yet			
Beginning Balance - 02/01/2019		\$ 4,619.46	
Add Deposits			
Deposit: PR Contribution - FEB 2019	+	\$ 54.00	
Deposit :	+	\$ 82.00	82
Deposit:	+		
Deposit:	+		
Bank Service Charge Refund	+	\$ -	
Total Deposits:		\$ 136.00	
Minus Payments			
Check 1037 Reimbursement for CSCS Appreciation Day	-	\$ 122.54	
Donnas for Staff Appreciation Week	-	\$ -	
Total Expenses:		\$ 122.54	
Ending Balance - 02/28/2019		\$ 4,632.92	Bank Stmt Jan 2017 Test \$ 4,632.92
CSCS Fund/Program Codes - 114000 - 672000			
Organization Code: 411009 - CSCS			
Use FGIBDST to run the report			
Beginning Balance FY19 as of July 01, 2017		\$5,000.00	only update once p
Beginning Balance - 02/01/2019		\$ 5,000.00	
Minus - May 18, 2018 Staff Dev Contribution	-	-	
Minus - Plaque for Service Excellence Award	-	-	
Minus -	-	-	FGIBDST DEC 2018- is the date you c
Ending Balance - 02/28/2019		\$ 5,000.00	5000 \$ -
CS - Classified Senate Scholarship Foundation fund 844933-561000			
Use FGITBSR to run the fund balance r			
Beginning Balance FY19 as of July 01, 2016		\$3,790.74	If need donor repo
Beginning Balance - 02/01/2019		\$ 2,885.44	
Add : Scholarship Donation	+	110.00	
Add: Scholarship Donation	+		
Minus: Assessment Fee	-		
Minus: CS Scholarship	-	-	
Minus: FH Scholarship	-	-	
Total Activities		\$ 110.00	FGITBSR -
Ending Balance - 02/28/2019		\$ 2,995.44	2995.44 \$ -
TOTAL ENDING BALANCES AS OF Feb 2019		\$ 12,628.36	

III. Removal of Christopher Dubeau from CSCS bank account

Monica Garcia had noted that Christopher Dubeau was still listed as someone who could access the CSCS bank account. Mr. Dubeau had resigned his job over one year ago and should have been removed from the account. Removal of any names from the bank account requires a vote from the Senate. A vote was taken, and Christopher Dubeau will be removed from the CSCS bank account access list.

This vote caused another issue to surface – Can anyone other than CSCS officers and senators vote on this issue? It was agreed that votes could only be made by officers and senators. This resulted in another vote – to approve the

appointment of Kevin Metcalf as Senator, ETS Systems and Applications. Mr. Metcalf was voted in as senator and will now be able to vote on all CSCS issues.

IV. 2019/2020 Elections

The group discussed the current officers and senators who are filling positions and requested nominations for vacant positions, including President Elect. Paula Norsell will take over the position of CSCS president, leaving a vacancy in the President Elect position. The group discussed the possibility of Monica Garcia continuing in the role of Senate President, but it was pointed out that the position is for one term only. Other names were suggested, but no nominations were made official. It was decided to table this topic until the next meeting.

V. Morale Boosters for Central Services

It was agreed that the chocolate valentine candygrams were a big hit. It was further agreed that we need to continue with morale building events and fun senate gatherings. Monica Garcia brought forth the topic of a Spring Fling type of event. After some discussion, it was decided that CSCS would have an FHDA Trivia Competition, during which coffee and snacks will be served and officers and senators will take the opportunity to recruit staff members to join CSCS as officers, senators or representatives. It was decided to hold the trivia competition on April 30, 2019, in the Toyon Room at Foothill. If the Toyon is not available, the event will be held in the ETS Training Room in Bldg. D120. Marty Kahn will locate a PowerPoint template that will be used as a "Jeopardy" type of game and will create the trivia questions. Either Marty Kahn or Kevin Metcalf will emcee the game.

VI. Classified Senate Professional Development Day Update

Monica Garcia began this discussion by pointing out that only one half day of activities have been planned thus far, and that more ideas and volunteers were needed. A brainstorm session ensued, which resulted in the following suggestions for added professional development activities:

EEO Training (if time allows) or a diversity related talk - Laura Savage, HR/EO
Ergonomics - TBD
Cyber security 101 - Kevin Metcalf
Tips and Tricks to Shooting Videos with Phones - Marty Kahn
Office/Desk Stretching/Yoga - TBD
Resources Round table - TBD

Discussion and confirmation of the above topics will be continued at the next CSCS meeting.

VI Other Business

No significant additional business was discussed.

VII Adjournment

The meeting adjourned at 11:01 a.m.