

**Staff Assembly Council Meeting Minutes  
March 10th, 2022**

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**SA Representatives:**

Chair	Amanda Garcia-Hall	Present
Vice Chair	John Bodenschatz	Present
Immediate Past Chair	Connie Cheng	Present
Finance Chair	Jake Vo	Absent
Finance Chair Elect	Emily Jen	Present
Council Communications & SP Chair	Vacant	Absent
Council Communications & SP Chair Elect	Kaeleigh Hayakawa	Present
CUCSA (2nd year)	Lou Gill	Present
CUCSA (1st year)	Jeremy Thacker	Absent

**Standing Committee Representatives:**

Community Relations	Alice Han	Absent
	Candice Dominguez	Present
Education and Enrichment	Cathy Yates	Absent
	Kamber Lamoureux	Present
	Karissa Sorenson	Present
Marketing	Sarah Prom	Absent
Staff Appreciation	Joani Harrington	Absent
Web Communication	Vacant	Absent
	Vacant	Absent
Scholarship	Sandy Lee	Present
	Patricia Anderson	Present

**Ex-Officio Representatives:**

Human Resources	Pamela James	Present
Medical Center	Kelly Shedd	Present
Wellness	Dyan Hall	Absent

**Other Attendees:**

Stephanie Fix		Absent
Gretchen Verdugo		Absent
Romain Fravien		Present

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**Statement of Subject: Call to Order**

- Meeting called to order by Amanda G.H. at 12:03 p.m.

**Statement of Subject: Welcome & Introductions**

**Statement of Subject: Approval of Minutes**

- February 2022 minutes to be approved at the April 2022 meeting.

**Statement of Subject: Chair**

- Amanda G.H. shared that there is a staff member interested in the Web Communications Chair position. More will be shared as details are worked out.
- A Welcome Back to Campus Event is being planned - more details to be shared by Staff Appreciation.
- The FLASH committee is working on a program to help staff with housing cost support. Currently working to get the group together and implement opportunities like this program to help staff. Aiming to have this program launch in the spring. Details to come on how applications would work.

**Statement of Subject: Vice Chair**

- John B. shared more information around the FLASH committee:
  - The group is considering changing the name of the committee to Staff Housing Assistance (SHA) partially for marketing purposes.
  - There is a tentative launch day for some programs of 03/01/22.
  - The committee is shifting their work to a service-based model.
- John B. highlighted the Chancellor's recent announcement regarding a proposal for new staff housing using UC-maintained land near the OC Great Park.
  - It's likely that a shuttle service between this housing area and the campus and/or medical center would be established.
  - <https://regents.universityofcalifornia.edu/regmeet/mar22/f4.pdf>

**Statement of Subject: Immediate Past Chair**

- Connie C. had no updates.

**Statement of Subject: Finance**

- Emily J. informed council that staff who are using student loans or other financial aid will not be able to get reimbursed directly from the Staff Assembly scholarship. A work around is for the staff member to make a payment on their loan and present a statement for that payment. The staff member is able to then be reimbursed.

**Statement of Subject: Staff Appreciation**

- Joani H. highlighted multiple new offerings and programs:
  - New discounted tickets from the Segerstrom Center for the Arts available. Staff Assembly website updated to reflect this.
  - Free tickets from the Claire Trevor School of the Arts available. Staff Assembly website updated to reflect this.

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- The Chancellor's Office is leading a planning committee to plan a large "welcome back to campus" event for faculty and staff.
  - First meeting to discuss was on 03/09/22.
  - Will likely be held just before the fall quarter begins as the committee thinks it makes more sense to have a "welcome back" event at the beginning of the academic year.
  - Imagining a carnival-like event from 2:00 p.m. to 5:00 p.m. with food, but not a full meal.
  - Planning to coordinate shuttles for UCI Medical Center staff, but may be difficult for day shift staff to attend.
  - Since Aldrich Park is under renovation the committee is exploring the Crawford Athletics area.

**Statement of Subject: Community Relations**

- Alice H. and Candice D. had no updates.

**Statement of Subject: Scholarships**

- Patricia A. and Sandy L. shared that the spring scholarship cycle begins next week and they are in the midst of finalizing the applications, updating the Staff Assembly website, and coordinating a Zotmail.
- The Scholarships committee has been discussing how to tackle Giving Day. Determining where to place focus for funds, possibly highlighting the FLASH committee programs.
- Patricia A. and Sandy L. also mentioned they are working to identify what happened to the old scholarship matching program.
  - In future years, it may be helpful to include this in Staff Assembly's requested budget or possibly even ask for a Giving Day matching program.
- Patricia A. and Sandy L. inquired about the staff relief fund, as it is managed by HR and they are unsure of who is managing it.
  - Pamela J. shared that Martha Nunez Flores is currently managing that fund and will get more information and updates from Martha.
- A future memorial fund was proposed but many questions remain.
  - Who will manage the fund? How will the fund work? It may be helpful to collaborate with HR to determine the details.

**Statement of Subject: CUCSA**

- Lou G. shared that CUCSA's third quarterly meeting was hosting virtually last week by UCSC. He mentioned that they had used a drone to film their campus and showed this footage during break times.
- Lou G. announced that Dyan Hall is the recipient of the Kevin McCauley Memorial Outstanding Staff Award.
- The next quarterly CUCSA meeting is currently planned to be in-person and will be hosted by UCB and UCOP. Delegates will have the opportunity to see the new UCOP offices, meet with President Drake, and start determining new work groups for the next year.
- Lou G. also shared that nominations for STAR (Staff Advisor to the Regents) position will be opening soon.

**Statement of Subject: Education & Enrichment**

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- Kamber L. and Karissa S. shared upcoming events being hosted by Education and Enrichment:
  - Sustainable Landscape Practices with Irvine Ranch Water District | April 12th at 12:00-12:30PM
  - Practicing Mindfulness Through Japanese Tea Ceremony with Sochi Nomoto | May 19th at 12:00-1:00PM
  - Professional Development Summer Series (dates TBA)
    - My UC Career
    - Resume Writing
    - Personal Branding

**Statement of Subject: Council Communication & Special Programs**

- Kaeleigh H. shared two upcoming dates for Lunch with Leadership.
  - Dean Ian Williamson on March 16th at 12:00PM in Balboa Island A of Student Center. Eight staff registered. May be an extra spot or two if any council members are interested in attending.
  - Dean Frances Contreras is scheduled for a virtual Lunch with Leadership on April 19th at 12:00PM. This information will be included in the next newsletter.

**Statement of Subject: Marketing**

- Sarah P. not present.

**Statement of Subject: Web Communications**

- Sarah P. not present.

**Statement of Subject: Special Committee on Campus Culture**

- No updates on this special committee.

**Statement of Subject: Human Resources, Employee Engagement and Wellness**

- Pamela J. shared that:
  - New masking policies are coming down from the Chancellor's office soon. This will include announcement of the end of the asymptomatic testing program and the reduction of testing centers on the campus.
  - HR has provided over 1400 laptops to staff and 151 upgrades to conference spaces to enable hybrid meetings.
- Kelly S. shared that:
  - Bright Horizons
    - Waived co-pays for center-based childcare through April 30
    - Virtual tutoring expanding to college and adult learning
    - 274 uses between 11/01/22 and 02/28/22.
  - Employee Assistance Program
    - New on-demand webinar: Coping During Uncertain Times
    - Exploring new name options to reduce stigma and enhance employee engagement with the program.
    - New website and home mailer now to be expected later this spring.
  - Diabetes Prevention Program
    - Next cohort begins 03/30/22.

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- Intro to DPP session 03/23/22.
- New UC-systemwide monthly DPP alumni newsletter.
- Anthem Replaces myStrength App with Learn to Live.
- Service Awards
  - All 2021 gifts to be sent to honorees home addresses.
  - Service awards event to be held on 10/13/22. This overlaps with Staff Appreciation Week (10/10/22 to 10/14/22.)
- Step Up UCI: Team Challenge 03/01/22 to 04/30/22.
- Culinary Medicine events on 04/15/22 and 05/13/22.
- Fit Squad
  - Multiple virtual and onsite offerings each week.
  - No cost for spring.
- Mental Health First Aid spring training sessions are available to enroll in.
  - Certification dates: 04/29/22, 05/10/22, 05/25/22, 06/07/22, and 06/24/22.
  - Overview dates: 04/01/22, 05/06/22, and 06/03/22.
- Medical Center-specific updates:
  - Onsite Support
    - Restorative Support Sessions – rotating locations every Thursday.
    - Yoga class – Wednesdays, outdoor courtyard at Neuropsych.
    - FitSquad – Yoga & Zumba, Manchester building.
  - Wellness Council had their second meeting in February. Next meeting scheduled for 04/18/22 via Zoom.
  - Team Update: New Engagement, Wellness, and HR Generalist – Matthew Murray
  - Programs coming soon
    - UC Moves More May
    - Follow up engagement trainings and support
    - Chat w/Chad (Med Center - March)
    - Happy Feet Week (Med Center – April)
    - Hospital Week (Med Center – May)
- Reminder: UCI Community Safety Survey ends 03/25/2022
  - <https://sites.uci.edu/hrambassadors/uci-community-safety-survey-toolkit/>

**Statement of Subject: Other Proposed Business**

- Council engaged in a brief team building activity led by Amanda G.H.

Meeting adjourned at 1:42 p.m.

**Next meeting is April 14th at 12:00 p.m. via Zoom.**