

Staff Assembly Council Meeting Minutes
January 14, 2021

SA Representatives:

Chair	Connie Cheng	Present
Vice Chair	Amanda Garcia-Hall	Present
Immediate Past Chair	Megan Enciso	Absent
Finance Chair	Jake Vo	Present
Finance Chair Elect	Vacant	N/A
Council Communications & SP Chair	Karissa Sorenson	Present
Council Communications & SP Chair Elect	Nancy Palmer	Present
CUCSA (2nd year)	Lou Gill	Present
CUCSA (1st year)	Jeremy Thacker	Present

Standing Committee Representatives:

Community Relations	Alice Han	Present
Education and Enrichment	Cathy Yates	Absent
	Kamber Lamoureux	Absent
Marketing	Sarah Prom	Absent
Staff Appreciation	Joani Harrington	Present
Web Communication	Penny Lee	Present
	Jackie Kuniyoshi	Absent
Scholarship	Sandy Lee	Present
	Gretchen Verdugo	Present

Ex-Officio Representatives:

Human Resources	Pamela James	Present
Medical Center	Vacant	N/A
Wellness	Dyan Hall	Present

Other Attendees:

John Bodenschatz		Present
Stephanie Fix		Present

Staff Assembly Council Meeting Minutes
January 14, 2021

Statement of Subject: Call to Order

- Meeting called to order by Connie Cheng at 12:02 p.m.

Statement of Subject: Welcome & Introductions

Statement of Subject: Approval of Minutes

- November 2020 minutes approved. Sandy L. motioned to approve. Seconded by Jeremy T. All in favor. None opposed. None abstained.

Statement of Subject: Chair

- Connie C. reported that Phong L. stepped down from all of his roles within the Staff Assembly and that Emma G. is no longer employed at UCI. Jake V. has offered to stay one more year as Finance Chair.
- Reminder for annual report. Please keep track of all the details and numbers for all your events which will be needed for the annual report.
- 3 gift baskets for guests are available to be gifted. Reach out to Joani H. if you are interested.
- The Town Hall is scheduled for February 4th. Connie may be reaching out for your updates since she will be presenting.
- Our website is in the process of being revamped and copy will be updated soon.

Statement of Subject: Vice Chair

- Amanda GH. reported that we are planning an Open House and need ideas. Joani H. suggested a virtual event with breakout rooms for each of our positions. Sandy L. added that people can hop from room to room and the Zoom can be gamified. Jeremy T. added that people like being able to connect directly with folks so it would be a good idea to emulate that.

Statement of Subject: Immediate Past Chair

- Megan E. was absent and has no updates.

Statement of Subject: Finance

- Jake V. has no updates.

Statement of Subject: Staff Appreciation

- Joani H. reported that the winner of #Ramshouse jersey drawing is Eric Sanchez. He's been notified and the SA website will be updated to list his name as the winner.
- Pro-sports games are still paused all work on discount tickets until further notice.
- Arts Nights tickets are still paused until further notice.

Statement of Subject: Community Relations

- Alice H. reported that we hosted our "How to Crochet" event on 12/12/2020.
- We hosted the Helping Hands event with 109 family applicants and 82 sponsors.
- We are planning to collaborate with PI for an event focused on helping Santa Ana families.
- Phong L. resigned the Co-Chair position and we are now recruiting.

Statement of Subject: Scholarships

- Sandy L. has no updates.

Staff Assembly Council Meeting Minutes
January 14, 2021

Statement of Subject: CUCSA

- Lou G. reported that the December CUCSA meeting was hosted at UC Riverside. The Basic Needs group will be focusing on mental health. The New Normal group will focus on a hybrid work environment and the Staff Advocacy group is focusing on expressing the needs of staff.
- A CUCSA Alumni Town Hall was held, and Lou G. met with the UC Health Benefits Committee.
- Applications are out for the Staff Advisor to the Regents position.
- The Provost Search Committee had our first meeting on January 13.
- John B. added that people are getting confused about CORE being a catastrophic plan and not an insurance plan. Reps of UC Health clarified that increasing the membership of UC Health memberships does not come at a cost to employees. Equal access for employees was discussed for those who work at campuses that do not have health facilities.

Statement of Subject: Education & Enrichment

- Cathy Y. was absent and has no updates.

Statement of Subject: Council Communication & Special Programs

- Karissa S. reported that we contacted Bruce Morgan, Associate Vice Chancellor for Research Administration, Office of Research, for next Lunch with Leadership session (aiming for Feb. 8-19)
- We secured Melinda Alvarez, Deputy COS, Office of the Chancellor for Lunch with Leadership on April 13 at 12:00 p.m.
- All summer and fall Lunch with Leadership speakers received Grubhub gift cards in appreciation of their time and support of the series

Statement of Subject: Marketing

- Connie C. reported on behalf of Sarah P. who was absent possible ideas for engagement activities that we could plan:
 - Virtual cooking challenge
 - Virtual 5k - all types of workouts (run, walk, hike, cycle)
 - Staff cookbook with favorite/tried and true recipes
 - Virtual scavenger hunt - UCI themed

It would be great to work with the other committees such as Community Relations, Education & Enrichment, Staff Appreciation, etc. if they are interested and available please contact Sarah P.

- A social media council member spotlight is in the works. Send Sarah P. any ideas you have.

Statement of Subject: Special Committee on Campus Culture

- Connie C. reported that we are planning the second event in our series aimed for March with three occurrences with the theatre group. Amanda GH. added that the events will be live events and will not be recorded, so don't miss out. Please give us any feedback you may have.

Statement of Subject: Web Communications

- Penny L. reported that the website will remain on Wordpress and will be shared once completed for feedback.

Statement of Subject: Human Resources, Employee Engagement and Wellness

Staff Assembly Council Meeting Minutes
January 14, 2021

- Pamela J. reported that she is working on the Hybrid Workforce Planning Workgroup assessing jobs on working remotely, and the policies and procedures needed to sustain it. We plan on delivering a toolkit for leaders so that they are consistent in providing equity to all.
- We are working with the OC Health Department on a possible vaccination program.
- All eligible employees that work on site are eligible for free asymptomatic testing. Lou G. added that some employees are getting tested twice a week at the Bren.
- Dyan H. reported that we have distributed 1,500 Working Well Kits on campus.
- A second series of Working Well Remotely webinars has been launched and will be available on Tuesdays, January 26 - March 16 (11:00 a.m. or 12:00 p.m. start).
- 2021 Wellness Ambassador registration is now open and involves a one year commitment.
- The Virtual Diabetes Prevention Program has been launched for UCI employees as well as the community.
- The New Year, New You Challenge is happening January 25 - March 5. It's about setting an intention for the year but understanding your "WHY." It really helps you remain motivated. This includes 52 healthy habits that you can potentially implement into your life.
- SSIHI Wellbeing Services are continued to be offered at no cost to employees. Culinary medicine will be coming back!
- 16 people are becoming certified as mental health and wellness instructors to be able to recognize when someone is in mental health distress and guide them to where they need to go. Entire departments will be able to be trained on these issues as well.
- Our Back-Up Care Program is temporarily waiving co-pays for all backup care to provide an extra level of support. We recommend registering for it now so that you can access care easily later.
- Engagement and Wellness can be virtually incorporated via training and presentations for your departments on topics such as work life, mental health, well being, and financial classes offering one on one support. Everyone has access to these toolkits. Be Kind Be Well is the newest added to the toolkit.
- We are doing a lot for our frontline Healthcare workers on their mental health showing that we care for our employees.

Meeting adjourned at 1:23 p.m.

Next meeting is Thursday, February 11, 2021 via Zoom