Georgia Institute of Technology
Staff Council General Meeting Minutes

BlueJeans
July 16, 2020
2:00 p.m. – 3:00 p.m.

“The Staff Council exists to understand perspectives that are representative of the broad population of staff about matters of institutional importance, and to communicate those perspectives along with advice and suggestions to the Institute President and executive officers at regular intervals.”

Call to Order & Introductions
- Byron Fitch called the meeting to order at 2:05 p.m.
- Present: Byron Fitch, Alex Gutierrez, David Brown, Candice Bovian, Juan Archila, Jonathan Hart, Will Jimerson, Rusty Taylor, Joselyn Cooper, David Bamburowski, Jonathan Etress, Sterling Dunkley, Chris Walker, Eric Sembrat, Michael Williams, Stacy Buchman and Nannette Dooley.
- Not present: Quiniae Ford, Lizzie Millman, Jeff Bridges, Mir Mohammed and Captain Carla Cook - GTPD
- Welcome Stacy Braukman – from IC will be taking the slot from Carly Bloomingdale held.

Approval of June 2020 minutes
- June meeting minutes were approved.

Campus Pulse
- Back to Campus staff survey feedback (Byron) – The Institute has sent a survey for returning to campus. Survey results will be shared in the near future with the GT community. During the meeting, Byron went over the results. What are you hearing in your departments or in the GT community?
  - Alex Gutierrez - Many still don’t feel comfortable coming back.
  - Sterling Dunkley - If you are an asymptotic how is checking your temperature for a fever helping?
  - Juan Archila - Questions on ventilation changes in the classrooms to ensure safety.
  - Chris Walker - Working parent with day care.
  - Rusty Taylor - One parent difficult with work.
  - Jonathan Etress - Good support from his leadership.
  - Chris Walker - “Do what you can” from leadership. It’s been pretty good.
  - Rusty Taylor - Telecommuting is now the new norm.
  - David Brumbaski - We are coming back but still conducting remote meetings? Space is limited to social distancing.
  - Juan Archila - Security issue when isolating departments specifically in Tech Tower.
  - Alex Gutierrez - Alerts use to show the department of the individual that has been infected. Recently it stopped. Why the change?
  - Michael Williams - Contractors and visitors are not wearing masks.
  - Stacy Braukman - Who enforces on the mask violations?
  - Jonathan Etress - In facilities mangers meeting, don’t call GTPD to be enforcer of face masks.
- Other important updates
Mark Demyanek - lots of the buildings have UV-lighting on ventilation systems but not all buildings have it. They are working on it.

An app is being created for real-time outbreaks of COVID-19 and related updates.

USG mandated now to wear masks.

Georgia Tech has received CLIA Certification - a CDC certified designation ability to test everyone on campus for COVID-19.

USG Staff Council Updates

David Brown

- Next quarterly meeting will be in September based on the meeting on July 29.
- They will continue the agenda from last year and whatever the new chair decides to tackle.

Q2 Recap

Byron - reference this chart.

Committee Updates

- Q3 Plans

Campus Physical Environment (Juan Archila)

- Safety and Security - Possibly looking to host a campus safety walk with President and other stakeholders similar to SGA.
- Newsletter was sent out and received 116 responses from a survey with targeted questions for this committee. Will go over the results in two weeks.
- Sustainability and Campus access is going to be a priority but safety and security was most interested on seeing what staff is interested most.

Communications (Chris Walker)

- Continue to send reminders for surveys then next step to package report for CPE then will move onto to Compensation and Benefits committee surveys and research.
- Shifting focus away from campus feed to monthly SC newsletter.
- Monthly newsletters will continue as 70% has increased in clicks. Good positive feedback.
- Resources heavy tips for teleworking, cyber safety tips and other resources for staff.
- Continuing Drupal 8 migration for the website.

Employee Engagement (Candice Bovian & Joscelyn Cooper)

- Staff Appreciation Event – currently scheduled for October 1st
  - Secured food trucks and working closely with EHS for social distancing protocols.
  - Event will be scaled back for safety-free lunch, free t-shirt and swag for staff members.
  - Designing a T-shirt contest.
- Staff Council Town Hall – will occur in August with Kelly Fox, Kim Harrington and possibly have President Cabrera (Specific date TBD).
- Strap Policy Expansion (Phase II) – have a budget now but still waiting for further guidance on interpretation of the policy.
- Recognitions gifts- will be coordinating mass assembly for gifts from April to the present day and working with building mangers campus wide for distribution of gifts to the recipient’s office and make it more contactless.

Compensation & Benefits (Will Jimerson)

- Perks & Program - consulting with legal affairs and procurement to ensure process in place and looking at potential partnership with SGA and revitalizing the program.
- Family Leave- provided several resources on Family First Care Act and COVID-19 information.
• ECDC- Finalizing ECDC survey and sending to office of assessment for their second review with the plan to launch in August SC newsletter.
• Light duty policy being shifted for essential workers like facilities and police department. Being engaged with new leadership within the departments.

Health and Well Being (Jonathan Hart)
• Well-Being Flex Policy
  o Working with Brandon Gibbons in GTHR and helping with Kelly Cross, Policy Library.
  o Will be a standalone initiative and not be linked to the flex agreement form and still have 90 minutes a week. Hope to increase communication between employee’s supervisor/manager.
  o On track to roll out in December 2020.
• Health Fair – Working on two options on how to hold the health fair, in person or virtual.
  o Working with Health initiatives to assess for the timing of hosting this event in-person or virtually.
  o Looking at three schools that that have delivered a virtual health fair successfully.

Reminders
Alex Gutierrez
• Participation Tracker - Please log in the tracker immediately to prevent cramming at the end of the month.
• Virtual office hours - there is one leadership slot available for July 20 with Sterling Dunkley. The month of August is now available to sign up.
  o Sterling Dunkley – If anyone needs hours, you can have his virtual office hours on July 20.
• Upcoming meetings - continuing virtual meetings until further notice. If you are not able to attend, notify Alex, Byron or Quinae.

Meeting adjourned 3:00 p.m.

Next meeting: Location (TBD)
Thursday, August 20, 2020
2:00 p.m. – 3:00 p.m.