

**Classified Staff**  
**MEETING MINUTES**  
**June 2, 2022 11:00 a.m.**  
**Google Hangouts Meet**

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**MEMBERS (presence denoted by check):** *To check off names of attendees, click on the checkbox to highlight it (one click highlights all checkboxes, two clicks highlights just the one), then left click on the checkbox and choose the ✓ symbol).*

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|---|--|---|
| <input checked="" type="checkbox"/> Kristen Sides | <input checked="" type="checkbox"/> Richard Stephenson | <input checked="" type="checkbox"/> Brandi Gallaway |
| <input checked="" type="checkbox"/> Shannon Crow  | <input checked="" type="checkbox"/> Mandy McKay        | <input type="checkbox"/> Emily West                 |
| <input type="checkbox"/> Erin Bergman             | <input checked="" type="checkbox"/> Joan Warren        |   |
| <input type="checkbox"/> Brenna Young             |  |   |
| <input checked="" type="checkbox"/> Kim Garzia    | <input checked="" type="checkbox"/> Daniel Boyer       | <input type="checkbox"/> Daryl Gehbauer             |
| <input type="checkbox"/> Sarah Perry              | <input type="checkbox"/> Debbie Bonham                 | <input type="checkbox"/> Stephanie Cage             |
| <input type="checkbox"/> Beau Besancenez          | <input type="checkbox"/> Anthony Merseal               | <input type="checkbox"/> Bill Kaune                 |
| <input checked="" type="checkbox"/> Fran Moore    | <input checked="" type="checkbox"/> Lore Robart        |   |
|   | <input type="checkbox"/> Laura McCloskey               |   |

**GUESTS:** Lucia Brodribb, Corynne Brown, Tera Brutsman, Alasia Buschkopf, Meredith Buschmann, Mary Caine, Denise Hawkins, Keri Hayes, Hope Hernandez, Timothy Kuchar, Daniel Lauder, Alexis Lowery, Saranda Lund, Karla Mason, Patrick McKelvey, Shelly Mueller, Connie Nash, Victoria Needy, Kim Niehaus, Ian Schneider, Jenna Schwartz, John Shore, Shannon Sniegolski, Torri Thomas, Lisa Vinyard, Brit Wallace, Terry Weis, Stephanie Werner, Caleb Yochim

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	<b>Time:</b> 11:01 a.m.
Approve Minutes	May Meeting Minutes <b>ACTION:</b> 1. <b>Motion:</b> Shannon Crow <b>Seconded:</b> Lori Robart <b>Vote:</b> All Approved
Misc Updates/Reminders	<ul style="list-style-type: none"> <li>● Classified Staff Election for AY23               <ul style="list-style-type: none"> <li>○ Ballot is ready, will be emailed by EOD today</li> <li>○ Deadline June 16, 2022</li> </ul> </li> <li>● July 1 Salary Notices               <ul style="list-style-type: none"> <li>○ Information will be sent, analysis sheet for each individual</li> </ul> </li> <li>● This is Kristen's last meeting as President, will move to Past President               <ul style="list-style-type: none"> <li>○ Shannon Crow will step into President July 1, 2022</li> </ul> </li> <li>● Classified Staff does not meet in July or August, August OpenForums will be held. TBD</li> </ul>
Extended Cabinet Meeting Updates	<ul style="list-style-type: none"> <li>● Meetings have concluded for the 21-22 academic year, will resume August or September</li> </ul>
BOT Meeting Updates	<ul style="list-style-type: none"> <li>● Next meeting on June 9, 2022 at 12:00 p.m.</li> <li>● May meeting Purchase Approval for               <ul style="list-style-type: none"> <li>○ zSpace laptop computers and software Health Services II</li> <li>○ Maintenance agreement for production document imaging solution</li> </ul> </li> <li>● Faculty appointments: Jason Johson, Sarah Akridge, Head Coaches</li> <li>● Budget assumptions for FY23 approved</li> </ul>

<b>Administrative Liaison Report</b>	Daryl Gehbauer was absent
<b>Certified Staff Liaison Report</b>	Stephanie Cage was absent
<b>Faculty Liaison Report</b>	Bill Kaune has nothing to report
<b>Certified Staff Rep Report</b>	Emily West was absent
<b>Faculty Senate Rep Report</b>	Lora McCloskey was absent
<b>CICC Staff Rep Report</b>	Brandi Gallaway reports all committees are required to submit year end reports The reports will be posted on the Institutional Committee tab
<b>Constituent Concerns (Rep Reports)</b>	<ul style="list-style-type: none"> <li>● Richard Stephenson has requested information on the salary increase to pass on to the employees under his responsibility. Kristen will forward this information</li> <li>● Tasha Welsh has sent an email to Richard requesting the Diversity Committee research the Juneteenth holiday. <ul style="list-style-type: none"> <li>○ The Diversity Committee will take this action at the August meeting</li> <li>○ It has been communicated a holiday in place will be removed and replaced with Juneteenth</li> </ul> </li> <li>● Daniel Boyer reports the work on the wireless access points is near completion and will be turned on over the next weeks <ul style="list-style-type: none"> <li>○ Jeffco Public wifi will look different, new accept button</li> <li>○ Campus announcement will go out</li> </ul> </li> <li>● Fran Moore reports the ASI theater style classroom renovations are completed and has invited all to stop by to view the new classroom spaces</li> </ul>
<b>Executive Session</b>	Entered into Executive Session 11:20 a.m.
<b>Adjournment</b>	<b>Time:</b> 11:37 p.m. <b>Next Meeting:</b> August Open Forums TBD
<b>Additional Documents</b>	Attached documents reviewed during this meeting: 1. <<Upload documents in Google Drive and insert link here>>

Respectfully submitted,  
Erin Bergman  
Sr. Administrative Specialist