

# LSU | Staff Senate

## MEETING MINUTES August 17, 2022

President Tammy Millican presided over the August 17, 2022, Staff Senate meeting held in 225 Peabody Hall at 10:30 a.m.

### Unclassified

#### Executive/Administrative/Managerial

P - Tammy Millican ('23)

#### Professional/Non-Faculty

P - Alvarez, Capri ('23)  
P - Ballard, Ernie ('25)  
P - Carney, Mo ('24)  
P - Cummings, Ellen ('22)  
P - Duplechain, Joshua ('24)  
A - Garza, Jorge ('24)  
Pr - George, Tiffany ('25)  
P - Gresham, Deanna ('23)  
P - Hicks, Emmy ('24)  
P - Kennison, Jennifer ('25)  
Pr - Law, Shemeka ('24)  
P - Lee, Quinneka ('24)  
Pr - Levesque, Jonathan ('25)  
Pr - Phelps, Olivia ('23)  
P - Sansoni, Gerald ('23)  
P - Shaw, Linda ('24)  
Pr - Slocum, Jenee ('23)  
A - Shows, Haley ('23)  
P - Smith, Henri ('24)  
A - Stone, Megan ('23)  
P - Trahan, Amy ('25)  
P - Walker, Jason ('24)  
P - Washington, Valori ('23)  
P - Williams-Carter, Tyrslai ('24)  
P - Wilson, Derek ('23)

### Classified

#### Skilled Crafts

P - Constance, Taylor ('25)  
P - Corbitt, Brent ('24)

#### Technical/Paraprofessional

Pr - Matkovic, Igor ('23)  
P - Nehlig, Mark ('24)

#### Clerical/Secretarial

P - Broussard, Margaret ('23)  
Pr - Salesneves, Sarah ('25)  
P - Salvadras, Amber ('23)  
P - Sparks, Donna ('24)

#### Service/Maintenance

P - Hopkins, Christopher ('24)  
A - Robertson, Winkyessa ('24)

A - Indicates Absent  
P - Indicates Present  
Pr - Indicates Proxy

## **GUESTS:**

Zelina Williams, Risk Management  
Markus Crockett, Risk Management  
Casey Coughlin, Campus Federal Credit Union  
Anthony Ware, Campus Federal Credit Union

## **CALL TO ORDER**

The meeting was called to order by President Tammy Millican at 10:30 a.m.

## **ATTENDANCE**

There was a quorum with eight proxies noted.

## **PLEDGE OF ALLEGIANCE**

Senator Ernie Ballard led the Pledge of Allegiance.

## **APPROVAL OF THE MINUTES – July 20, 2022, Staff Senate Meeting**

A motion to accept the minutes was made by Treasurer Henri Smith. The motion, seconded by President-Elect Joshua Duplechain, carried.

## **GUEST SPEAKER – ZELINA WILLIAMS, LSU RISK MANAGEMENT**

President Tammy Millican introduced Zelina Williams with Risk Management as guest speaker to discuss the International Travel Program at LSU.

Zelina Williams thanked the Senate for the opportunity to present today. She announced that LSU transitioned to On Call International, which is LSU's international travel assistance partner, effective July 1, 2022. Services and benefits are comparable to the prior provider, International SOS, and provide emergency and non-emergency services and benefits while traveling internationally for LSU. The program will provide services ranging from pre-trip planning, to telephone advice, to full-scale medical and security evacuations.

Some of the key features of the program:

- Medical, travel, and security assistance including insured evacuation services and international medical expenses coverage
- Coordination of emergent and non-emergent medical care
- Coordination of travel arrangements for you or a person you designate for certain emergency circumstances such as your hospitalization abroad

Some of the benefits and policy limits are:

- Emergency Medical – Limit \$500,000
- Medical Expense – Limit \$250,000 (\$3,000 for accidental dental emergencies)
- Emergency Medical Evacuation – Limit \$500,000
- Security Evacuation – Limit \$100,000
- Repatriation of Remains – Limit \$100,000
- Emergency Reunion – Limit \$12,500 when hospitalized for more than 3 days, per insured person, per event
- Trip Cancellation, Delay, or Interruption – Limit \$2,500 (\$5,000 for interruption)
- Accidental Death & Dismemberment – Limit \$100,000 (employees) and \$25,000 (guests)
- Ambulance Transportation – Limit 100% of customary charges if in connection with a covered injury/illness
- Mental Health Disorder – Limit \$20,000
- Loss of Personal Belongings – Limit up to \$1,000, Max \$100 per article
- Loss of Checked Luggage – Limit \$500
- Luggage Delay – Limit \$200
- Loss of Documents or Money – Limit \$200
- Quarantine Coverage – Limit up to \$5,000 combined with per insured person/traveler

Faculty, Staff, and Guest insurance is provided at no cost to the department. Student insurance will be charged to the cost center entered in My Trips. Risk Management will contact departments with registered student travel at the end of each fiscal year to make arrangements for payment.

Faculty, Staff, and Students traveling abroad should download the On Call tile or print the LSU-specific insurance ID card found on the On Call Plan ID and Summary link. If specific proof of coverage is required for a visa application, please request a custom certificate of insurance. In addition to utilizing On Call International, travelers are encouraged to register with the State Department's Smart Traveler Enrollment Program (STEP). Once registered, you will automatically receive the most current information the State Department compiles about the country where you will be traveling.

If you need assistance, you can make a collect call, send an email, live chat, or text On Call from anywhere in the world 24 hours a day to request assistance. If you need medical care, encounter a travel problem, suffer a medical emergency, or are impacted by security crisis anywhere in the world, you are strongly encouraged to take advantage of services available through On Call.

The floor was opened for questions.

President Millican thanked Zelina Williams for attending today's meeting.

### **PRESIDENT'S REPORT**

President Tammy Millican reviewed relevant meetings in which she attended.

- July 21 - attended a meeting with Monique Cain and Melonie Milton to discuss Council of Staff Advisors representation, Resolution to abolish fees, and Staff Senate relationship with the Board of Supervisors
- July 26 - attended the Staff Senate Executive Committee Retreat to discuss goals, committee and liaison structure, and Staff Senate perks
- July 28 – attended the New Senator Orientation and luncheon, which was provided by Campus Federal Credit Union
- July 29 - attended the Geaux Gold Orientation for new employees and spoke about getting involved at LSU and in Staff Senate
- August 2 – held the Staff Senate Executive Committee meeting in preparation for the August General Meeting
- August 5 – attended candidate interviews for the Vice President of Inclusion, Civil Rights, and Title IX with President-Elect Joshua Duplechain, Secretary Quinneka Lee, and Member-at-Large Valori Washington - Todd Manuel was selected for the position
- August 5 - attended PTS All-Hands Meeting
- August 8 & 9 – attended Restorative Justice Training Program by Office of Civil Rights & Title IX and the Office of the ADA Coordinator - Restorative justice is a response to wrongdoing that prioritizes repairing harm and recognizes that maintaining positive relationships with others is a core human need. It seeks to address the root causes of crime, even to the point of transforming unjust systems and structures.
- August 12 – served as a member of the Party Platform for Summer Commencement - 900 graduates - Staff Graduates: 11 earned master’s degrees; 3 Post-baccalaureate certificates; and 9 doctoral degrees-congratulatory letters sent

## **OLD BUSINESS**

### **Fall Fest**

President Millican announced that the LSU Staff Senate is partnering with Student Government and Campus Federal Credit Union again this year to host the Magic Mirror for Fall Fest which will be held on Friday, September 16, from 11:00 a.m. – 2:00 p.m. on the Parade Grounds. Senator volunteers will be needed. A sign-up will be circulated.

### **Committee/Liaison Assignments**

President Millican announced that the committee/liaison assignment structure has been updated to better reflect what we will be working on this year. The sign-up will be held

electronically in survey form. The Executive Committee will review everyone's choices and make assignments based upon individual interests and committee needs. If there are any issues with any committee assignments, please reach out to the Executive Committee to let them know.

All Co-Chairs will be contacted to begin to schedule their committee meetings. Please make sure to include Melonie Milton, Staff Senate Administrative Coordinator, to provide administrative support.

### **Staff Senate Portraits/Placards/Name Tags**

The Office of Communications & University Relations has opened the scheduling application for those who would like to take a professional headshot for the Staff Senate website. Please send the Staff Senate Office a copy once you receive it from the photographer.

The list of Senator Door Placards is being drafted and will print once the laminator that was ordered arrives.

The Staff Senate Executive Committee is looking to order something else instead of Name Tags which will be announced soon.

### **Staff Senate Apparel**

President Millican announced that the Staff Senate apparel orders will be ordered online this year through Red Stick Sports. There will be the ability to select your items and pay online. The items you order will be shipped directly to you or can be picked up at Red Stick Sports.

### **Staff Senate Budget/Gift Fund**

Treasurer Henri Smith provided a written financial report that was included in the August meeting packet for review by the full Senate.

The Staff Senate Gift Fund was implemented to recognize certain events for Senators and former Senators that may happen throughout the year. The guidelines for giving were mentioned, and Senators were asked to donate \$20 each to the fund for the year.

### **Future Guest Speakers**

The Executive Committee has identified some guest speakers for the year. If anyone has any suggestions, please send those to the Executive Committee.

## **NEW BUSINESS**

### **2022 Charles E. Dunbar, Jr. Career Civil Service Award**

President Tammy Millican announced that nominations are open for the Charles E. Dunbar, Jr. Career Civil Service Award which is an annual state-wide award for civil service employees. The

Dunbar Award is the highest honor a classified state employee can receive for their service to the citizens of Louisiana. Nominations are open until Friday, September 23, 2022, at:

<https://www.civilservice.louisiana.gov/StateEmployees/Dunbar/default.aspx#:~:text=The%20Dunbar%20Award%20is%20the,to%20the%20citizens%20of%20Louisiana>.

Please consider nominating someone at LSU and share with your colleagues in case they would like to nominate someone at LSU.

## **ANNOUNCEMENTS**

### **Staff Senator Birthday**

Staff Senator August Birthdays:

- Senator Brent Corbitt celebrated his birthday on August 13.
- Senator Gerald Sansoni will celebrate his birthday on August 26.
- Senator Derek Wilson will celebrate his birthday on August 28.

Happy Birthday!

In honor of Senator Birthdays, Nothing Bundt Cakes will be offering Bundtlets to those who are celebrating their birthday each month.

Senators Mo Carney, Tyrlai Williams-Carter and Joshua Duplechain received their treats for their birthdays that were celebrated in July

**MOTION TO ADJOURN** – With there being no more business, Senator Amy Trahan made a motion to adjourn. The motion, seconded by Senator Brent Corbitt, carried.  
The meeting adjourned at 12:00 p.m.

Quinneke Lee, Secretary

QL/mm