



Item	Description
Date	10/19/17
Time	2:15 pm
Location	

**1. Attendees**

Role	Name
Chair	Emily Voulgaris
MinuteTaker	Rhonda Clayton
Attendees	Linda Hines, Leilani Flores, Anna Rodgers, Vicki Hudson, Sarah Kresta, Tanya Taylor, Rosie Nunez, Shannon Calk, Amanda Schulze, Amanda Jurek, Lea Kostelnik, Kerrie Cunningham, Michelle Smith, Joey Balles, Anna Cortez, Kayla Harden, Lindsey Shimek, Cynthia Fields, Kim Bowen-Johnson, Chris Ramsey, Alyssa Cabrera, Kelly Crosson, Geraldine Jochech, Jana Guest, Rosie Rios, Sandra Ledesma
Absent	

**2. Approval of Previous Committee Meeting Minutes**

	Description
Motion by:	Kayla Harden (by e-mail)
Seconded by:	Stephanie Witzkowski (by e-mail)
Vote:	

**3. Information Items**

	Description
1.	Tracy Emmons gave an update on the QEP. Everyone was given a handout with the goals of the QEP. The committee is still asking for any feedback before the plan is finalized.
2.	It was suggested that the Support Staff write a letter as a group to the President regarding the concerns about the new insurance plan. It was mentioned that several college Presidents would be meeting in regards to this. A motion was made by Linda Hines to table writing a letter to the President until after her meeting. A second was made by Amanda Jurek. For now if you have any insurance concerns, you can speak to Rachel Bahnsen, Director of PR and Benefits.
3.	Extended Cabinet Meeting – Health insurance, fitness center hours, and parking at Mullins Hall was discussed. No action was taken since the President was not there.
4.	The Support Staff Scholarship committee will try to meet soon.
5.	October 20 <sup>th</sup> will be Pink Out day. Everyone is asked to wear pink of support of breast Cancer awareness month.
6.	There will be a Veterans program on Nov. 10 <sup>th</sup> in front of the Admin building. An e-mail will be sent with all information.
7.	Support Staff shirts have been ordered.
8.	Employment Changes: <b>New Employees:</b>

	<b>Change in Title/Assignment/Name/Office:</b>  <b>Separations:</b> Cynthia Ottis, Division Secretary/Campus Receptionist, effective 8/20/17
<b>13.</b>	Door Prize was donated by the Library and won by Michelle Smith.

**4. Action Items**

	<b>Action Items</b>	<b>Responsible Party</b>	<b>Due Date</b>
<b>1.</b>			
<b>2.</b>			
<b>3.</b>			

**5. Adjournment**

<b>Time:</b>	3:05pm
<b>Motion by:</b>	
<b>Seconded by:</b>	
<b>Next Meeting:</b>	