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**www.fm.virginia.edu**

**Facilities Management Employee Council Minutes**

**Thursday, January 11, 2024**

**Attendance**

**Council members:** Christine Alencar, Eric Cline, Tabitha Ford, J.R. Richardson, Ashley Grooms, Corey Poole, Randy Campbell, Les Givens, Michael Minor and Chelsea Reynolds

**Absent:** Chance Drummond/Jon Bruneau

**Guests:** Elsa Burnette, Emily Douglas, Kristine Vey, Marcus Klaton and Lori Mohr Pedersen

**Agenda**

1. HR questions for Elsa Burnette
2. Special Guests: Kristine Vey and Marcus Klaton with Hoos Speaking Toastmasters Club
3. Council and Senate Work
   1. Blood Drive: Thursday, January 25, 11 a.m. – 4 p.m.
   2. Refilling George Dorman’s seat – still waiting.
   3. February and March meeting plan
   4. Comments from Constituents

**Employee Council Guests from Toastmaster’s Club, Hoos Speaking.**

**Kristine Vey, CC&R - Development Coordinator and Marcus Klaton, Utilities Supervisor**

**You can reach Kristine at:** [**kv4q@virginia.edu**](mailto:kv4q@virginia.edu) **and Marcus @** [**bmk6d@virginia.edu**](mailto:bmk6d@virginia.edu)

Kristine has been at UVA for 20 years and involved with Toastmasters for 13 years.

* Toastmasters International is a global organization and has been around for 100 years, with 350,000 members.
* Hoos Speaking was chartered in February 2023
* Toastmasters focus is an experiential and learning opportunities.
* Meetings are on Wednesdays from 12 – 1 p.m. Currently meetings take place in Leake Lower-Level Room 020, with an on-line option. Members and guest are invited to bring their lunch.
* Dues are $60 for six months; FM pays for FM employees’ membership fee.

Marcus has been at UVA 8 ½ years.

* Toastmasters is a unique form of personal development.
* Repetition is an important concept of the success of a toastmaster’s member.
* Members take on rotating roles at each meeting to gain various skills.
* The goal of joining toastmasters is to become confident and comfortable at public speaking.

Additional comments from council members to Kristine and Marcus

* Meeting time/location is difficult for trades to attend.
  + Meetings are at lunch time and are hybrid.
* Elsa asked to be notified if supervisors are not allowing participation.
* Kristine noted that Don Sundgren is very supportive of the club.
* Some council members have attended meetings as guests and shared their thoughts.

Marcus inquired of the make-up and charge of the Employee Council.

* Each council member represents approximately 100 constituents.
* Half of the council members serve as FM representatives on Staff Senate
  + - Staff Senate was successful in working with administration for approval of bereavement days.
* FM Employee Council
  + - was instrumental in getting all FM Tradespeople cell phones.
    - is engaged in working with FM DEI

**Question for Elsa Burnette, Sr. HR Business Partner**

Snow Duty assignment comes from managers – Should be listed as designated in Workday, but your manager will tell you if you are designated for a snow/weather event.

UVA Rollover policy allows employees to cash out any leave over their maximum carryover amount at 50% value. <https://uvapolicy.virginia.edu/policy/HRM-013.01#Cashing_Out_Unused_Leave>

* FMLA is available to employees to for their own medical reason, or for an immediate family member. Employees can call UNUM directly at 866.269.0979 or reach out to the HR Solution Center for assistance.
* UVA Leave Sharing is available if the recipient must be on an approved FMLA status and has exhausted their leave. Employees can donate extra time to these individuals.
* Being on disability does not change the information on your W2, unless you decide to take the 80% or 60% pay and not supplement with your leave.
* Comp Special Hours can be earned when one works on a holiday. Comp Special Hours do not expire (at this time, but that is not a guarantee).
* Recognition leave does expire after one year.
* University Staff leave balance is available in Workday.

**Employee Council and Senate Work**

The blood drive is Thursday, January 25, 2024.

* 36 donors have signed up.
* Will ask Jane Centofante to take pictures.

Waiting to hear who will be replacing George Dorman as the representative for Energy and Utilities.

Suggestions for future guests:

* Shelomith Gonzalez, Compliance Manager
* Jesse Warren, Associate Director, Sustainability

February 8, Employee Council meeting will be a preparation meeting for the March meeting with Scott Silsdorf, Director, Parking & Transportation, Mark Stanis, Director of Capital Construction and Renovation and Jess Wenger, Environmental Projects Manager for open discussion regarding parking concerns.

Council members are encouraged to become familiar with the P&T website and request input regarding questions and concerns from their constituents.

Council member training is offered January 23, 2024, this will include the Team page.

The Council Retreat will be planned for May 2024.

JR brought a question from a constituent regarding couples who both work at UVA, why can’t a parking discount be offered?

Vending and parking concerns are common concerns of many FM employees.

January 29, 2024

Respectfully submitted by:

Lori Mohr Pedersen