

VPFASRG Meeting
Minutes September 20, 2017
Miller Learning Center, RM 148
2:00PM

Greeting by Debi Chandler

Members in attendance: Rachel Bartlett, Tyson Browning (sub Reinhold Wuerzner), Teresa Cash, Debi Chandler, Tamala Foreman, Lisa Lowe, Zachary Morris, Elizabeth Screws, Jeremiah Sims, Andrea Thompson, Willie Thorton (sub Terry Blalock), Taylor West , Evelyn Wilhite, Brian Wright

Members not in attendance: Randolph Carter, Andrew Cropp, Savannah Hembree, Stuart Ivy, Ashley Maxwell, Courtney Murphy, Harold Waters

Total members present: 14 out of 21 active members (14 out of 43 possible representatives)

Roll Call, quorum was present.

Approval of Minutes from August

Committee Reports:

HR Committee – Tamala Foreman mentioned that Randolph Carter was going to speak but he was unable to make it to the meeting due to another engagement. Randolph has asked Zachary Morris to be the chair of the group instead. Waiting on Zachary to accept that position

Health and Safety – Rachel Bartlett would like each AED device to have a list posted next to it of those who are certified to use it. There is a list online of certified users that needs to be updated. The group is going to research the availability of CPR classes and certification on campus

Communications – The group met to set objectives on who to communicate with across campus, to elevate the G; projects on who will receive communications and how and where to reach them, track progress of ongoing communication, seek feedback of communications, newsletter, brochure and/or email: which is the best way to communicate

Chair's Report –

- Discussed Elizabeth Screw's successful presentation of "Why" SRG's and that it also was presented to Staff Council and is now going to be shared in several more locations across campus.

- Every 3rd meeting, committees will be given time to meet, but please communicate in between time via email or whatever best suits the needs to communicate
- Each committee will be responsible for 2 presentations a year to the SRG, each committee needs to give Debi the months they would like by the next meeting in October, the months of July and December are not options
- Brett Jackson and Juan Jarrett suggested combining the staff resource fair and HR benefits fair. After a join discussion, I was decided that there may not be enough time to combine the two. The Staff Resource fair proposal will be submitted to Senior Management with additional information. The F&SSRG will continue to make plans to exhibit in March 2018 during spring break SRG is looking to rebrand and bring awareness to the faculty/staff of UGA and will be rebranding the group.
- Juan and Kiz reviewed the proposed brochure that was created to broadcast the benefits of Espiry in a slightly different format. Juan will contact Espiry to get additional information on what we can add to their existing brochure.

Unfinished Business –

- Staff Resource Fair update, if approved, to proceed in March 2018 during spring break, still hoping to get funding for the event
- Human Resources committee needs to initiate an outline on how, what to start the progress of the staff resource fair
- Health and Safety has an ongoing project

New Business -

- Copy Brett Jackson on attendance and minutes
- Send prior attendance for 3 months
- Contact missing committee members
- Find out how many departments make up the VPFASRG and how many reps needed per department
 - Tamala and Evelyn wot work on this project.

There was extended discussion by the group on how to improve the attendance to SRG meetings, how to make more faculty/staff aware of the presence of SRG, focus more on the staff resource fair.

Meeting adjourned at approximately 3:15 PM.

Next meeting is September 20, 2017, 2 PM – Miller Learning Center, Room 268

