

November 9, 2021

Meeting Minutes

**Meeting Type:** Monthly Staff Senate Meeting

**Call to Order:** 8:35 am

**Attendees:** Denise Davis, Susie Elliott, Chief Walter Evans, Vicki Ford, Carah Horn, Khanh Luong, Samantha Mayer, Angela Miller, Lindsay Mitchell, Patty Mitchell, Phil Salon, Kaylie Stogsdill, Beth Sullins, Olivia Wiesner, Dr. Jasmine Willis-Wallace, Stephanie Zumwalt, Tyler Steele

**Quorum Confirmed:** Yes

I. **Approval of Minutes:** Motion to approve by Samantha Mayer and second by Susie Elliott.  
Minutes approved.

II. **Treasurer's Report:**

a. Total ending fund balance for all accounts: \$8,162.16 - Motion to approve by Olivia Wiesner and second by Samantha Mayer. Treasurer's report approved.

III. **Committee Reports**

a. Merit – No Report.

b. Membership & Policy review – Angela Miller gave the report. Motion by Samantha Mayer and second by Olivia Wiesner to approve new Representatives for Group 1, 4 and 5. Motion approved.

Group 1 – Tyler Steele

Group 4 – Ashely Gibson

Group 5 – Athene Kennemer

c. Communications – Motion by Olivia Wiesner and second by Susie Elliott to approve Samantha Mayer as Communications Chair.

d. Staff Week and Activities – Samantha Mayer gave an overview of upcoming activities. The Craft Fair will be November 19<sup>th</sup> in Founders Hall and Carah Horn will try to schedule a food truck for the same day and have the truck parked over by Founders Hall to coincide with the Craft Fair. Samantha also gave the suggestion to have a Spring Flower Fundraiser because the Fall Flower Fundraiser was a success. It was decided to have the Spring Flower Fundraiser, Angela Miller stated that a vote was not needed to have the Flower Fundraiser. Motion was given by Samantha Mayer to approve spending up to \$1800 for the Holiday Reception. Second by Olivia Wiesner. Motion approved. Need volunteers to help coordinate the January and February activities. If you would like to help, please email [TulsaStaffSenate@ouhsc.edu](mailto:TulsaStaffSenate@ouhsc.edu) or [Angela Miller](#).

IV. **Non-Committee Reports**

a. Police Advisory – Chief Evans gave an overview of the safety program that will cover Stanger Danger, Shopping Safety, Personal Safety, Walking Alone, and Home Defense. These videos will be placed on their fb page, public affairs will send them out and they will also be promoted by LiveWell. He stressed the importance of these as we approach the holiday season and please notify everyone in our work areas. He also mentioned that the Emergency Response plan also available on their [website](#).

b. Diversity Initiatives – Dr. Jasmine Willis-Wallace had to leave for another meeting, but Angela Miller mentioned that the National American Indian Heritage month series is available on their fb page and in the newsletter.

c. LiveWell OU - Lindsay Mitchell – reminder to get your points logged before the 4<sup>th</sup> quarter ends at the end of November. She gave an overview of the screenings that are available

and encouraged us all to participate in the Stop the Bleed trainings. The mobile mammograms will be on the Tulsa campus December 9<sup>th</sup>.

- d. **Employment Benefits** - Beth Sullins – Open Enrollment ends November 16<sup>th</sup> and please review your benefit summary in PeopleSoft/Self Service. Contact Tulsa HR asap if you have any issues that need attention.

V. **New Business** – Angela Miller encouraged us all to take part in the OU Tulsa Campus Culture Brainstorming Session taking place on Wednesday, November 10 in Founders Hall. This is part of the strategic planning process for the Tulsa campus.

VI. **Round Robin Discussion** – There was some discussion on the vaccine mandate and for the clinic staff who will need to submit their vaccine verification information into PeopleSoft.

VII. **Adjournment** – Motion by Samantha Mayer and second by Susie Elliott to adjourn, 9:25am.

Respectfully Submitted - Denise Davis

**Staff Senate Treasury Report FY22 - Month Ending November 2021**

	<b>ADT995 - TSS HSC Account</b>	<b>PVT04001 - TSS Norman Account</b>	<b>50527 - TSS Foundation Account</b>	<b>Total All Accounts</b>
<b>Revenue</b>				
AGENC Fund FY22	4,430.23			<b>4,430.23</b>
MISCA Fund FY22		5,491.00		<b>5,491.00</b>
EDGEN Fund FY22		2,500.00		<b>2,500.00</b>
Foundation Fund FY22			1,087.40	<b>1,087.40</b>
OU Gear Sales	24.42			<b>24.42</b>
Proceeds on T-Shirt from ID Solutions	38.00			<b>38.00</b>
Merit Award Reimbursement	975.75	328.50		<b>1,304.25</b>
Fundraising from Flower Power			687.50	<b>687.50</b>
<b>Total Revenue</b>	<b>5,468.40</b>	<b>8,319.50</b>	<b>1,774.90</b>	<b>15,562.80</b>
<b>Expenses</b>				
Cook-Out expense	(265.74)	(1,465.93)		<b>(1,731.67)</b>
Reception expense	(1,571.52)		(482.20)	<b>(2,053.72)</b>
Popcorn expense	(78.25)			<b>(78.25)</b>
Snow Cones expense		(650.00)		<b>(650.00)</b>
Service award lapel pins		(1,421.00)		<b>(1,421.00)</b>
Certificate paper expense		(110.00)		<b>(110.00)</b>
Puzzles and Art Coloring Poster - Staff Week expense	(50.36)			<b>(50.36)</b>
Merit Award	(975.75)	(328.50)		<b>(1,304.25)</b>
Credit Card Fees	(1.39)			<b>(1.39)</b>
<b>Total Expenses</b>	<b>(2,943.01)</b>	<b>(3,975.43)</b>	<b>(482.20)</b>	<b>(7,400.64)</b>
<b>Ending Fund Balance</b>	<b>2,525.39</b>	<b>4,344.07</b>	<b>1,292.70</b>	<b>8,162.16</b>

RecordedDate	Q1	Q2	Q4	Q5
Recorded Date	Do you approve the October meeting minutes?	Do you approve the October Treasury report?	Do you approve Tyler Steele as a Representative for Group 1?	Do you approve Ashley Gibson as a Representative for Group 4?
11/9/2021 9:08	Yes	Yes	Yes	Yes
11/9/2021 9:08	Yes	Yes	Yes	Yes
11/9/2021 9:09	Yes	Yes	Yes	Yes
11/9/2021 9:09	Yes	Yes	Yes	Yes
11/9/2021 9:13	Yes	Yes	Yes	Yes
11/9/2021 9:17	Yes	Yes	Yes	Yes
11/9/2021 9:23	Yes	Yes	Yes	Yes
11/9/2021 9:24	Yes	Yes	Yes	Yes
11/9/2021 9:26	Yes	Yes	Yes	Yes
11/9/2021 9:26	Yes	Yes	Yes	Yes
11/9/2021 10:39	Yes	Yes	Yes	Yes
11/9/2021 11:07	Yes	Yes	Yes	Yes
11/9/2021 11:21	Yes	Yes	Yes	Yes

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Q9 Do you approve Athene Kennemer as a Representative for Group 5?	Q6 Do you approve Samantha Mayer as Chair-Elect?	Q7 Do you approve Samantha Mayer as Chair of the Communications Committee?	Q8 Do you approve spending up to \$1,800 for the Holiday Reception?
Yes	Abstain	Abstain	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Abstain
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
Abstain	Yes	Yes	Yes