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## Montgomery College Employee Services Council Academic Year 2021

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**Meeting Date:** September 3, 2020

**Attendees:** David Torain (Chair), Elizabeth Benton (note-taker), Chris Cocozzella, Joyce Matthews, Leslie Jones, Kimberly Robinson, Kaylin Nguyen, Natasha Sachs (Vice Chair), Janine Brown (guest), Maria Cevallos Rodriguez (guest)

**Members:** David Torain (Chair), Natasha Sachs (Vice Chair), Elizabeth Benton (note-taker), Chris Cocozzella, Joyce Matthews, Leslie Jones, Kimberly Robinson, Tom Chen, Kaylin Nguyen, Santo Scrimenti, Tsion Amare

1. **Ice Breaker:** 28 items; people
2. **Minutes and Agenda:** approved
3. **Constituency report:** Goals; justification; updates (ongoing/closed); Kimberly and Elizabeth share experiences from last year (tele-working; professional development for faculty and staff); end of semester and end of the year we wrote up a report; these reports are located on the Governance Blackboard page/website; David shares: please solicit concerns and we can invite employees to attend to present
4. **How do the recommendations work:** We keep some concerns and we send some along. If it stays with us, we respond to the person, we forward the information to other councils. They become recommendations and, possibly, action items/policies and procedures.
5. **Human Resource information:** Leslie Jones addresses HR updates.
  - a. Talent share program: People who need help work with people who do not have enough work to do. Trying to tap into talents that lend themselves to working with those who need help.
  - b. Employee connections groups: Ways for employees to come together to discuss challenging subjects: Managing the Challenges of Working Remotely and Working Remotely with Kids. These take place every Friday, generally, once a week.
  - c. Logo masks: These will come in the mail sometime soon.
  - d. Open enrollment for benefits will be completed remotely.
  - e. Total compensation report coming out to employees.
  - f. Contract increases were honored.
  - g. Kimberly poses a question about flexible spending accounts: Leslie this remains an option. To inquire further, contact Kathleen Boyer.
  - h. Maria poses the question about parking permits. Joyce says one can go in to Workday and cancel parking. Once we are back, you can renew. Kimberly would like to recommend that we put it in the newsletter. Leslie Jones will communicate the concern.

6. ESC Committee Chair Report: David shares things that are important. First meeting is next week.
7. Announcements and Agenda items for the next meeting:
  - a. October 1, 2020 at 1:00
  - b. Communicate with David about invited guests