**Staff Advisory Council Minutes**

Staff Advisory Council will meet on

**January 10, 2024 @ 1:15pm**

**412 Student Union Council Room**

All meetings are open to the public.

1. **Call to Order**: Michelle Stewart
2. **Roll Call**: LeAnne Hutchins
3. **Approval of the Minutes**: Michelle Stewart
   1. Justin Worley – motion
   2. Sam Cypert – second
   3. All in favor
4. **Approval of the Agenda**: Michelle Stewart
   1. Sherri Buntin – motion
   2. Sam Morse – second
   3. All in favor
5. **Special Guest Speakers**:
   1. **City of Stillwater – stillwaterok.gov**
      1. Dawn Dodson, Director of Communications – 539-299-2480
         1. Strategic Plan – interdepartmental vision board
            1. Wanted people to feel vested and at the table
            2. Want people to feel safe in a beautiful space
         2. NOW projects
            1. Water – receive water from Kaw Lake (35 miles away) (OSU has it’s own water – serves as city backup)

40 year old Kaw pipeline – under river and roads

Looking at Lake McMurtry (6 miles away) as a backup for water availability

Only 4-5 hours of reserve for Kaw Pipeline if something goes wrong

McMurtry runs high and it would help the wildlife and fishing

McMurtry serves Perry

Water studies are constantly ongoing to make sure additional problems do not occur

OWRB grant that will provide treatment plant improvement, water storage, pump stations to help with water pressure etc. - approx. $65mil needed

* + - 1. TIME projects: community meetings identifying needs (stillwaterok.gov/time)
         1. Roads
         2. Fire station 2 located on Western Road
         3. Animal Welfare building to be voted on April ballot

$6.75mil

Airport and Knoblock

20-year bond – taxes raise $5 a month on a $200k house

* + - 1. $1.75mil upgrade for infrastructure
         1. Police, fire, safety, county counterparts

Able to buy 1 system for everyone in STW – will go online in April

Before eveyone had their own systems that did not communicate

Allows to expedite processes to work seamlessly during emergencies – without multiple failure points and redundancy

Information will go out in a timely fashion to the community based on need-to-know info

Follow city agencies on social media

Fire

Police

Emergency Management

* + - 1. Airport Terminal expansion – in the works
         1. With a larger terminal we can bring in more plains

1 of 4 airports that bring in commercial flights

* + - 1. Rails to Trails – ODOT grant – Brady Moore, City Management
         1. All abandoned railroad tracks will become multi-modal – bikes, walking trails, etc.
         2. Less than 2 years out
      2. Block 34 – break ground first week of February – 18-month build
         1. Roads and areas around the area will be simultaneously worked on – all utilities will need to be moved so pre-construction will start and then will sit
      3. Hotel and Convention Center – north of YMCA
         1. 5-year build
      4. Economic development west of town
         1. Are in talks with different companies to develop westward
      5. Branding – need help from community for ideas
         1. Want an eternal brand
         2. And wayfinding
    1. Rob Hill, Director of Emergency Management
       1. Do what you need to do outside on THURSDAY
          1. [www.weather.com/oun](http://www.weather.com/oun)
       2. Monday lows – arctic temps – warmer in Alaska than it is in STW
          1. 0 – high, -20 low
       3. Follow “Ride with Rob” on FB live for up to date weather rides
       4. Can send email to sema@stillwater.org to be put on list to receive updates for weather

1. **Officer Reports**:
   1. **Treasurer’s Report**: Sherri Buntin
      1. No treasurers report
      2. Will have next month
   2. **Secretary**: LeAnne Hutchins
      1. Will reach out to Innovation Foundation for speaker
   3. **Vice-Chair**: Sam Morse
      1. December STARS awards will be sent out soon
   4. **Chair**: Michelle Stewart
      1. June meeting – June 18 – Jorn's Hall
         1. 11:00 – 1:00
         2. Elections and celebrations
      2. Can send Kristi and Michelle feedback about Strategic work group they are on any administrative efficency
      3. Mike Seaman resigned will need to replace
      4. Parental Leave updates – good policy
      5. DSA – January 18 @ 3:00pm Starlight Terrace
2. **Reports of Standing Committees**:
   1. **Rules, Policy, and Procedures**: Kimberly Meints
      1. **Restroom Survey**
         1. Instructions sent
         2. Please reach out if you have questions
      2. **Sick Leave Policy Review**
         1. Wrapping up the review process
         2. Will send a proposed version to entire Council before next meeting.
         3. Will introduce recommendation to adopt new policy at February meeting.
      3. **Continuing to review Election procedures and communication.**
         1. Elections will be held the beginning of March – ish
   2. **Communications Committee**: Kaitlin Little
      1. Updates minutes and agendas on website
   3. **Awards and Recognition Committee**: Kimberly Howerton
      1. DSA – January 18 – 3:00 pm – Starlight Terrace
         1. No specific jobs – show up and be smiling
   4. **Events Committee**: Michelle Munson and Kimberly Anderson
      1. **Mental Health Fair 1-23-2024 – 10:00 – 1:00 – Starlight Terrace**
         1. Need volunteers for the SAC table – 30 minutes increments – 2 – 4 people each
            1. If can help set up, please be there at 9:30 am
         2. Going to check out the SAC closet located in Whitehurst, pretty sure we have maybe some SAC pens and possibly get candy to hand out. Working with Kaitlin SAC flyers with information that can be put out on the table that has information regarding the awards, event in May, toy drive, etc.
   5. **Access, Community, and Engagement**: Kala Davis
      1. Delayed report
3. **Branch Campus Reports**:
   1. **OSU-Tulsa**: absent
   2. **OSU -CHS**: absent
   3. **OSU-OKC**: absent
   4. **OSUIT-Okmulgee**: Paula Harrold
      1. No report
4. **Reports of University Committees**:
   1. **Faculty Council**: delayed report
   2. **Human Resources**: Melissa Sturgeon, Director of HR Consulting
      1. OSU Paid Parental Leave
         1. 7 request forms
            1. 150 emails and phone calls
            2. Incredibly positive response
         2. FAQ document – hr.okstate.edu
         3. Toby Venable and Melissa will review FMLA and retro-activate benefit to Dec. 8
   3. **Department of Wellness**: absent
      1. Sent info out with agenda
   4. **Student Government Association**: absent
5. **Unfinished Business**: None
6. **New Business**:
   1. Appointment of alternate member
   2. Vacancy Appointment Candidate: Suni Hertt, seat vacated by Mike Seaman, term 21-24
   3. Candidate Statement:

I have a passion for serving my community, and I believe that the Staff Advisory Council at Oklahoma State University is an excellent opportunity to continue that service.

My experience with the Tulsa County Retirement Board of Trustees and the Association for Talent Development has given me valuable leadership skills and experience

working collaboratively with others.

I was elected twice by my peers to serve on The Tulsa County Retirement Board of Trustees, served as chapter president and currently serving as past-president of the

Association for Talent Development. During my time on the board, I was the Statewide conference planning committee chair in 2021 for the virtual conference and 2023 for the in-person conference.

As a member of the Faculty and Staff Community Special Committee, I worked to identify quality of life elements that would help OSU recruit and retain faculty and staff to Stillwater. I believe that my experience in leadership roles and my commitment to service make me an excellent candidate for the Staff Advisory Council, and I would be honored to serve in this capacity.

* 1. Sherri Buntin – motion
  2. Kim Howerton – seconded
  3. Unanimously approved

1. **Announcements**:
   1. Next SAC Lunch – will send out info for Taylor’s
   2. **Next Meeting – February 14, 2024, 1:15 PM 412 Student Union Council Room**
2. Adjournment
   1. LeAnne Hutchins – motion
   2. Kimberly Meints – seconded
   3. Unanimously approved