



**Date:** 06/26/2024  
**Time:** 1:00pm – 2:00pm  
**Location:** Teams

# BOARD MEETING

---

## Meeting Minutes

Call to Order— 1:01 pm

Participants – Adriana Publico (AP), Lisa McNeill (LM), Naveed Frank (NF), Tony McMillen (TM), Caitlin Davis (CD).

### OPEN SESSION

- I. Approve Minutes from 06/03/24 meeting. Approved.
  
- II. Review Action Items
  - a. LM + NF –tax exempt status: IRS received our form for correction on June 6<sup>th</sup>, 2024. NF will begin to check status online starting 6/27/24.
  - b. NF – Budget: NF to resend for review. From now on every meeting will have a “treasurer’s report” with update items and approval:
    - i. paid expenses
    - ii. current bank account balanceMoved to approve, and approved, to review of treasurer’s report at every meeting.
  - c. AP – Legal training update: WSPA would like to attend board training with us, afternoon in August/September. AP meeting with Alex 7/17 to discuss content. Alex suggests 2-3 hours on union steward/representative training, organizing members, grievance/CBA training. TM suggest second meeting on grievance/CBA/representation and possibly include a few people from general membership. Almost like a negotiations team or a WPTA representative. Example would be that someone from Capital Projects should not represent another CP employee for an IDP, especially if a supervisor is involved. The CP member with the IDP should find someone from Riggins, HR, etc. AP looking at 2 separate training meetings and continue to think on how to invite this type of group.

- d. AP - Scholarship check delivery: NF will give AP checks tomorrow and AP will hand-deliver them to UNR financial aid on 6/28.
- e. AP – 6/4 D&O Insurance Meeting: AP/NF met with insurance agent (ANH) to begin an application on 6/4. AP asked for update on 6/25 and received the following response: “We currently have some underwriters looking at it but have not gotten a response from them. Would you be able to provide the names of the 5 Directors/officers so I can provide the carriers with them?”
- f. AP – Sick Bank division update: AP worked with Colbee Riordan (WSPA President) and Sara Mauer (HR) to divide sick leave balance among WSPA (50%), WPTA (25%) and School Psychologists (25%), based on contribution and usage data over the past several years. Sara will provide all groups with new balances as of 6/30/24, to include any contributions and usage to date. It is likely that WPTA’s balance will fall below the 100-day threshold and that we will need to hold a special assessment - 1 day deduction from all current ProTech sick bank members.

### III. Updates/Next Steps

- a. Transition Planning: training with Alex, improved document access and management, historical document archiving and accessing.
- b. WPTA Board Inauguration Lunch on 6/27/24, 12:00pm-1:30pm
- c. WPTA News Updates to Membership: next update is TBD. Suggest reaching out to the membership so they can bring up items they would like to talk about with continued options to ask questions. This could be a working list and WPTA chooses when to bring up at appropriate times.
- d. WPTA Advisory meeting updates:
  - i. AP and TM met with Dr. McNeill, Doug Owen and Katie Weir on 5/29/24. We requested clarification around 205-day employee calendars. Following the meeting, we were given several documents that are going out to the Mental Health professionals with guidance around their calendars and scope of tasks.
  - ii. AP and Joe Medulla met with Dr. McNeill, Joe Ernst, and Katie Weir on 6/21/24. We requested that both sides keep track of contract ambiguities in preparation for the next time we open the contract. Response was that these meetings cannot include anything related to negotiations. District notified us that all WPTA overages have been placed.
- e. APTA updates – AP – EMRB closed all APTA-related items, waiting to see if APTA appeals to district court (30-day window start and end unclear based on multiple filings). New bargaining unit for Psychologists – School Psychologist Association of Washoe (SPAW) – recognized by school board yesterday. AP/LM working with SPAW leadership to resolve APTA bank balance. TM continuing to clarify and work on this.

### IV. Tabled & Ongoing Items

- a. Current enrollment count **141** (if enrollment over 138 members, WPTA should lower monthly dues. Can't earn more than \$50k annually without paying taxes per 501(c)(5) regulations. FY is July 1<sup>st</sup> through June 30<sup>th</sup> as declared with IRS). Also, need to research how any bank balance settlement from APTA would affect WPTA's tax liability for 2024. Best option would be to reach out to an accountant.
- b. *Update By-laws (Summer/Fall 2024 with new board) – Grievance and complaint processes, who handles what, reducing dues, annual budget*
- c. General Insurance Committee WPTA Rep & posting insurance info updates periodically on WPTA website. Current rep is Tony McMillen. There is a meeting today and working with 2 interested WPTA members, they will attend. Meeting topic is a discussion on insurance increase (0%, 1% or 2%).

CLOSED SESSION

- I. See CLOSED SESSION meeting minutes dated 06/26/2024.

Next Meeting – TBD.

Meeting Adjourned – 1:59 pm

Action items	Owner(s)	Deadline	Notes
Tax Exempt Status	NF	TBD	
Treasurer Report	NF	8/7	Paid expenses and current bank account balance
Board Training	ALL	9/12	2:00-5:00pm
D&O Insurance	AP	TBD	
Member Updates	ALL	TBD	Request membership commentary, when to send?