

# CASE MEETING MINUTES

**Location:** Zoom Meeting

**Date:** Tuesday, November 9th, 2021

**Time:** 2:00-3:00 p.m.

**Host:** Jody Humphreys

**Case Reps:**  
**Those in attendance**

Alicia Sutherland	ECE
Brad Reed	CHE
Brandy McCoy	Dean's Office
Cristina Rosa Castaner	BEAM
Debbie Collins	ECE
Erin Wilson	AOE
Hope Lewis	ME
Jamie Archual	ME
Jody Humphries	BEAM
Kim Grandstaff	MSE
Lance Yelton	MME
Lee Bishop	Dean's Office
Margo Currie	EngEd
Melissa Nipper	BEAM
Michael Davis	CS
Miriam Snyder	ME
Nichole White	Dean's Office
Sarah Martin	CEE
Shelia Crow	BEAM

**Notified** Amy Hill

**Absences:**

## I. Call to order

Jody Humphreys called the meeting to order at 2:04 pm.

## II. Welcome and Thank you for joining

## III. Introductions

## IV. Approval of minutes from last meeting

## V. Old Business

- a. Leave Usage – The last day to use your accrued 2021 leave is January 9, 2022. Link [here](#)

## VI. New Business:

- a. Parking for game days – Parking notifications went out regarding the parking lot closures prior to and for Saturday's game day – Link [here](#).

- b. Tiny Food Pantries –
  - i. Donations will be collected in each dept office through November 19<sup>th</sup>.
  - ii. Depts will deliver all donations to Kelly Hall
  - iii. Donations will be taken to Luther Memorial Lutheran Church – 600 Prices Fork Rd, Blacksburg
- c. Melissa Nipper mentioned that Micah’s Backpack is now online – the items in the original shared link have been mostly purchased. They are accepting donations now. <https://a.co/iiMajxK>
- d. Volunteer opportunities to utilize the Community Service Leave Time (16 hrs)
  - i. Christmas Store - <https://www.mcchristmasstore.org/>
- e. Performance Plan review and approvals due by November 15.
- f. COVID –
  - i. New employee requirements – must be completed prior to start date – vaccination proof or exemption form submitted
  - ii. Exemptions – HR to confirm those with exemptions are in compliance with the required weekly testing
  - iii. Thanksgiving break COVID testing – voluntary – 11/22 last test date
  - iv. Winter break COVID testing – requirements have not been released yet
  - v. Hokie Wellness has COVID related mental health programs are available.
- g. Possible live CASE meetings to be considered beginning Spring 2022.
- h. YMCA possibly meeting with CASE to discuss partnership opportunities within the community.

**VII. Committee Feedback/Updates:**

- a. Resources Committee – Jamie Archual: lists have been received. Jaimie to confirm items listed with the agency. Several CASE members have volunteered to deliver the gifts.
- b. Engagement Committee - Lee Bishop: requesting new members for this committee.
- c. Outreach Committee – information above in New Business section
- d. Programs Committee – Erin Wilson: possible post Winter Break – Hot Chocolate Bar

**VIII. News:**

**IX. Staff Senate Update:** No update.

**X. Next Meeting** – Tuesday, Decemeber 14th, 2021 from 2:00 – 3:00pm Zoom/in person (TBD)

**XI. Adjourn** – at 2:56 pm.