



**AGENDA**  
**Support Staff Team Meeting**  
**1:00 PM**  
**Monday, October 19, 2020**  
**Location: WEBEX details on calendar invite**

**Agenda Topics**

- HR Comings and Goings and Vacancies – Jenny and Kara
- REMINDERS:
  - Flu vaccines, TB testing, compliance training
    - **Deadline December 7, 2020**
  - Open Enrollment for Benefits – UW and UW Health
    - **Deadline October 23, 2020**
  - **No** Tax Deferral participation – UW and UW Health
  - Partners in Giving – Melody/Carol
- Profile updates - ObGyn website directory – Carol/Jackie
- MPA directory - Amanda
- Virtual platform workgroup Update – Jenni
- Assignment of email addresses upon appointment – UW and UW Health
- ObGyn Email Groups – Cory
- Faculty Development and HWCT events – Aimee
- Clinic moves - Kara

*Please think about and bring any agenda items you have for the SST meeting or future meetings. Feel free to send items to any one of the ALT members for future agendas also.*

New employees:

- Lisa Scott – Academic Program Specialist 10/19
- Rob Schultz – Research Tech, Barroilhet Lab
- Matthew Bielinsky – Rural/Sim/Global Residency Coordinator 10/26
- Emelle Holmes-Drammeh APP 11/9
- Kira Connolly-Nelson – ASOG APP 11/9 transferring from REI
- Sari Archer – FPMRS APP 11/9
- Kimberly Bertram – inpatient MFM APP – 11/9

Departing employees:

- Cathy Hubbard – retired 10/1
- Andrea Bushaw – last day 10/16
- Klaus Diem – MD - retiring 1/4/21

Other

- Monica Orji – maternity leave ~12/3
- Liz Kiehl – maternity leave ~2/10
- REI APP position to 10/22 WFP meeting for approval

Vacancies

- REI - MD
- FPMRS – MD
- ASOG – MD
- ASOG/FP – MD
- Gyn Oncology – MD