



Executive Board Meeting

May 18, 2011

	Position	Name	E-Mail	Phone #
X	President	Matt Hilton	hiltonm@ohsu.edu	8-5658
X	Vice President	Chinetta Montgomery	montgomc@ohsu.edu	8-0812
X	Treasurer	Christi Branchaw	branchaw@ohsu.edu	4-7731
X	Secretary	Marci Jo Carlton	carltonm@ohsu.edu	4-6626
X	Chief Steward	Sarah Cinnamon	cinnamon@ohsu.edu	4-0871
X	Community Liaison-1	Theresia Lloyd-Siemer	lloydsie@ohsu.edu	4-8122
	Data Maintenance-2	VACANT		
X	Education & Training-3	Barbara Carroll	fisherb@ohsu.edu	4-6783
	Internal Organizer-4	VACANT		
X	Navigator-5	Deborah Brock Talarsky	brocktal@ohsu.edu	4-8927
X	Political Action-6	Michael Stewart	stewartm@ohsu.edu	503-329-9084
X	Publications-7	Jennifer Barker	barkerje@ohsu.edu	4-2273
X	Board Member-8	Vivian Lalangan	lalangan@ohsu.edu	8-5314
X	Board Member-9	Robert Oppedisano	oppedisa@ohsu.edu	4-3519
X	Board Member-10	Anne Tillinghast	tillinga@ohsu.edu	4-7225
X	Board Member-11	Elisa Davidson	davidsel@ohsu.edu	4-4214
EX	Board Member-12	Michael Bandy	bandym@ohsu.edu	4-5958
UN	Board Member-13	Rayann Estrada	estradar@ohsu.edu	4-8048
	Board Member-14	VACANT		
X	Board Member-15	Debra Erickson	erikson.debra@gmail.com	
EX	Trustee #1	Renee Rice	ricer@ohsu.edu	4-2115
X	Trustee #2	Linda Ramsey	ranseyl@ohsu.edu	4-8048
X	Trustee #3	Jeanne Militante	militant@ohsu.edu	4-0078

(KEY: X – Present, EX – Excused, U – Unexcused, SIK – Sick, EL – Excused Late, LT - Late)

Staff Present: Kate, Diane, Frank

Staff Not Present: Val

Guests/Observers Present: Everett Fontanini

- I. Meeting called to order at 5:30p.m.
- II. Roll taken by Marci Jo.
- III. Consent Agenda: It was moved by Christi and seconded by Theresia to approve the minutes from the last Executive Board meeting (April 20, 2011), staff reports (Kate, Val, Frank, and Diane), Chief Steward Reports, ICC Report, PAC Report, Document Imaging Specialist Class Specification, and a Drug Testing Policy Change for Pharmacy. **Motion Passed Unanimously**
- IV. Treasurer's Report:
 - a. Report sent out now includes the Unbilled Cost by Job and Project Charter Balance Sheet.
 - b. Lost time is paid from July 2010 to present. Christi is working backwards to get the past lost time billed paid. It is taking time due to the inconsistencies of received Lost Time requests and what is being billed.
 - c. It was Moved by Theresia and seconded by Marci Jo to approve the April 2011 treasurer's financial report (including the Balance Sheet Standard, Balance Sheet Detail, P&L Budget Performance, and the Transactions by Date) and file an audit. **Motion Passed Unanimously**

V. President's Report:

- a. Safety Committee: We have an open position on the Safety Committee. The meetings take place once a month on a Monday afternoon. This position does not have to be someone on the Executive Board. If you are interested or know anyone who might be, contact Matt with the person's name.
- b. Appointments/Approval by the Executive Board:
 - i. Previous Appointed Positions: It came to our attention that the Executive Board must vote on any member filing and open position. Sarah, Chief Steward, and Christi, Treasurer, were appointed into the position. To correct this, the Executive Board must vote. It was moved by Theresia and seconded by Marci Jo to approve Sarah Cinnamon in the role of Chief Steward and Christi Branchaw in the role of Treasurer. **Motion Passed (Yes=10, No=10, Abstain=1)**
 - ii. Data Maintenance: Our Data Position has been vacant since Sarah was appointed to Chief Steward. Everett Fontanini has expressed interest in filling this position.
 1. It was moved by Theresia and seconded by Sarah to accept Everett Fontanini in the Data Position. After discussion, the motion was declared invalid by Matt due to Everett not being a member in good standing for one year, per our constitution.
 2. It was moved by Marci Jo and seconded by Elisa that Everett would be invited to be an unofficial member of the Executive Board until August when he is officially eligible to be on the Board. **Motion Passed Unanimously**
- c. Competing Budgets: When one committee wants to utilize funds earmarked by another committee, they should work with the other committee chair.
- d. Project Charters: If you present an Project Charter and it is approved at the Executive Board meeting, you must submit a copy to both the Secretary and the Treasurer in order for it to be official. If you submitted your charter prior to the meeting and it was mailed out to everyone, you do not need to resubmit it. It is essential for the Secretary to have it for the official reports that relate to the minutes. The Treasurer is unable to pay the bill, reimburse someone, or send out a check to fund a purchase without having the Project Charter.
- e. Communication: We are striving to better communicate with our members. We found that not many members are interested in subscribing to the NW Labor Press. We only had 5 or 6 requests for a subscription. Matt would like to focus on Facebook and doing presidential podcasts. This might help due to the wave of social media.

VI. Vice President Report:

- a. Matt and Chinetta will be spending Tuesdays and Wednesdays visiting departments and talking to members. They plan to send out an outlook appointment in hopes that the Executive Board members will join them whenever they can. Please do not decline invitation...just accept so you know where they are going to be and when they are going to be there. You should begin seeing the invites as early as next week. All Board members should attend at least once.
- b. Another option for attending meetings with the members is on Thursday mornings with the staff. Please contact the staff if you would like to join them.

VII. Committee Reports:

- a. Education/Training (Barbara):
 - i. Barbara will be on FMLA for three weeks starting tomorrow. She asked if anyone could help out to cover her position why she is out. There are a couple of things coming up that we don't want to miss. Jeanne volunteered to help out while Barbara is out.
 - ii. Barbara is retiring at the end of June. She asked if anyone was interested in taking the position over. Jeanne said she would consider it.

VIII. Staff Reports:

- a. Kate: In addition to her submitted report, Kate mentioned that Pacific Oncology has layed off four members. There was some problems with communication between the

members and the union as well as how and why the members were being laid off. The department is saying the work is being moved into other fields. It seems the work is actually being contracted out. The severance package offered included the members dropping grievances they filed. The members have accepted the severance package and dropping their grievances. The union will be filing a grievance in regards to issues that came up over the layoff.

- b. Frank: Submitted a written report.
- c. Diane: Submitted a written report.
- d. Val: Submitted a written report.

IX. New Business:

- a. Human Resources (HR) would like to open the contract in regards to the drug testing language. At present, the language does not allow for drug testing to occur when someone transfers from one job to another. HR would like to change the language to say that if someone transfers from a non-drug testing position into a drug testing position, they can do the drug test. It was moved by Sarah and seconded by Theresia to not open the contract in regards to drug testing. AMMENDMENT: It was moved by Debbie to add unless we can get something in return for it. **Amendment Failed due to no second on the motion. Original Motion:** To not open the contract in regards to drug testing. **Motion Passed Unanimously**
- b. AFSCME Local 171 (Wisconsin):
 - i. Matt read a letter from Local 171 thanking us for the contribution we sent to them.
 - ii. Local 171 would like our local to contribute more money. The Executive Board has already sent them a large sum of money and did not want to contribute more at this time.

X. Old Business:

- a. Chinetta respectfully reminded the board they are required to volunteer outside the meeting. With a number of meetings with members and community activities, it is important that we all participate and volunteer to help out.
- b. Jeanne brought up that some people do not use Facebook and reminds us that we should not focus on only these means as getting information out. It was suggested we go back to doing the monthly bulletins as well as sending out flyers. We also need to explore other ways to ensure we are getting information out to everyone. Matt referred this to the ICC for more discussion.

XI: Announcements:

- c. Unions of Kids (Theresia): Help is needed for the fund raiser on Saturday June 11. Please see Theresia if you can help out.
- d. Good in the Hood (Barbara):
 - i. Rene sent a signup sheet for volunteers for Good in the Hood. She needs help on Saturday, June 25 from 8:00 – 5:00 for members to help work the tables and march in the parade.
 - ii. There is a mixer at Kennedy School on Friday night. It is the kick off for Good in the Hood. Come join in the fun if you are able to.
- e. May Day (Staff): Support your State Employees on Friday, May 20, at the Capital Mall starting at 11:30. We need all the members that are able to come to be there. This is a family event...all are welcome. They will provide lunch, but please sign up via the AFSCME Council 75 website so they can make sure there is enough food for everyone.
- f. Food Bank (Theresia): We only had 9 people show up at our last Food Bank night. We need more people to volunteer for the next one on July 21. Please see Theresia to sign up and if you have any questions.

XI. Meeting adjourned at 7:04 p.m.

Meeting minutes respectfully submitted by
Marci Jo Carlton, Secretary
AFSCME Local 328

(Minutes presented online at <http://www.afscmelocal328.com> for review and submitted for approval at the next general-membership meeting.)