



Executive Board Meeting September 19, 2012

	Position	Name		Position	Name	
P	President	Matt Hilton		P	Board Member-9	Robert Oppedisano
P	Vice President	Chinetta Montgomery		P	Board Member-10	Vivian Lalangan
P	Treasurer	Christi Branchaw		P	Board Member-11	Linda Ramsey
P	Secretary	Marci Jo Carlton		P	Board Member-12	Kelli Byrd
P	Chief Steward	Mike Bandy		P	Board Member-13	Jeanne Militante
P	Community Liaison-1	Theresia Lloyd-Siemer		P	Board Member-14	Elisa Davidson
	Data Maintenance-2	VACANT		P	Board Member-15	Matt Millard
EX	Education & Training-3	Sarah Cinnamon			Board Member-16	VACANT
P	Internal Organizer-4	Kathleen Dodd		EX	Board Member-17	Max Cuthbert
P	Navigator-5	Deborah Brock Talarsky		P	Trustee #1	Renee Rice
P	Political Action-6	Michael Stewart		P	Trustee #2	Michelle Libra
P	Publications-7	Jennifer Barker			Trustee #3	VACANT
EX	Board Member-8	Anne Tillinghast				

(KEY: P – Present, EX – Excused, U – Unexcused)

Staff Present: Val Andreas, Diane Lovell
 Staff Not Present: Kate Baker, Frank Vehafric
 Guests/Observers Present:

- I. Meeting called to order at 5:42p.m.
- II. Roll taken by Marci Jo.
- III. Consent Agenda: It was moved by Theresia Lloyd Siemer and seconded by Matt Millard to approve the following consent agenda: **Motion Passed Unanimously**
 - a. Executive Board Minutes (July 19, 2012 and August 16, 2012)
 - b. Staff Reports (Andreas and Baker)
 - c. Officer Reports (President, Chief Steward)
 - d. Committee Reports (Building, Community Liaison)
 - e. Pending LOA's, MOU's, or Class Specs:
 - i. Class Specs for Respiratory Care Practitioner Coordinator
 - ii. Job Description for Respiratory Care Practitioner Coordinator
 - iii. LOA for Respiratory Care Practitioner Coordinator
 - iv. LOA for Finance and Accounting
 - v. LOA for Market Based Wage Committee
- IV. Treasurers Report:
 - a. We have gone over budget for bargaining. It was moved by Mike Bandy and seconded by Michael Stewart to spend up to \$35,000 out of the Advantis Money Market account to pay towards bargaining. Motion Passed **Motion Passed Unanimously**
 - b. Treasurer's Report: It was moved by Chinetta Montgomery and seconded by Theresia Lloyd Siemer to approve the August and September Treasurer's written reports and the July and August 2012 treasurer's financial report (including the Balance Sheet Standard, Balance Sheet Detail, P&L Budget Performance, and the Transactions by Date). **Motion Passed Unanimously**
- V. President's Report: Please see submitted report for more information.

- a. Resignation: Sarah Cinnamon has resigned from the Executive Board. We will need someone to take her place as the Education Chair. Matt Millard was appointed as Education Chair.
- b. Bargaining: We have a contract! We are making a new paycheck. We will get retro pay on October 12.
- c. Building: We have a new building. Mike has done a great job helping this to happen.
- d. General Membership Meetings: They have not been very well attended. For consistency, we are moving them back to UHS 8B60 at 1100. They will be on various Wednesdays October – December. Starting January 2013 we will have the meetings on the first Wednesday. The dates are posted on the website.
- e. Budget: We need to approve the budget in November. This means you need to start getting your budget together in October. Christi will be contacting those who need to work on a budget.
- f. Holiday Party: The Holiday party will be at Caro Amico's last year. Matt and Marci Jo will be working on this and will get more information out closer to the time.
- g. President's Time: President is now allowed only 20 hours a week. OHSU will only pay for 8 hours. The additional 12 hours will have to be paid by the union. (This is a max and does not allow any additional time for doing steward or any other work.) Having any additional hours will need to be approved by the board beings it is not in the budget at this time.
 - i. It was moved by Debbie Brock Talarski and seconded by Mike Bandy to that the President be given flexibility to work additional hours as he deems necessary but must present a report on a monthly basis at the Executive Board meeting on all hours used.
 - ii. **Amendment:** It was moved by Chinetta Montgomery and seconded by Matt Millard to approve up to an additional 6 hours per week paid by the union.
Motion Passed Unanimously
 - iii. **New Motion:** That the president be given flexibility to work up to an additional six hours a week paid by the union as he deems necessary and must present a report on a monthly bases at the Executive Board meeting on all hours used.
Motion Passed Unanimously

VI. Vice President: No report submitted.

- a. This past month has mostly been dedicated to bargaining.
- b. Working on a structure to help people with getting reclassifications.

VII. Chief Steward: Please see submitted report for more information.

- a. New Grievance Process. Verbal Reprimands are not grievable and can be taken out of their record in twelve months. If they get a written that is related to the verbal, then both are grievable. Attendance can be done via email. The member can contact the steward program to have them help them with a reply. Step 1 is handled by stewards. Step 2 is handled by a lead or staff. The stewards are being trained in the new process. HR agrees that any current disciplines will get to come out after a year. A grievance can be filed within 21 days instead of 14.
- b. Building Report: Please see submitted report for more information.
 - i. We are the proud owners of 4004-4006 Barber Blvd.
 - ii. We had to register as a business with the state of Oregon to get our load to buy the building.
 - iii. An email had to be sent to the bank to tell them that Matt Hilton, President and Marci Jo Carlton, Secretary, had authorization to sign the loan documents. This email had to come from Marci Jo Carlton as the Recording Secretary.
 - iv. We have two tenants, the previous owner and Farmers Insurance.
 - v. The next process is to remodel and do upgrades to the building. We are in the process of receiving estimates for different work needing to be done. It will include such items as a sign, windows, rooftop HVAC unit, floors, gutters, office space. We plan to use the use the open room for staff and local offices at this

time. If our renters decide to move out or we decide to do more with the building, we will make more changes down the road.

- vi. It was moved by Mike Bandy and seconded by Marci Jo Carlton to pay up to \$60,000 to pay remodeling and upgrading costs for the new building to come out of contract defense fund. **Motion Passed Unanimously**
- vii. Val Andreas has stepped on the Staff side to help on the remodeling. Help is needed from others on the board. This is going to be a big task. Val is going to be the point person.
- viii. At some point, there will need to be a Building Manager position as part of the Executive Board.

VIII. Staff Reports:

- a. Val Andreas: Please see submitted report for more information.
 - i. It was moved by Mike Bandy and seconded by Christi Branchaw to move the AM case forward to arbitration and pay up to \$10,000. **Motion Passed Unanimously**
- b. Kate Baker: Please see submitted report for more information.
- c. Diane Lovell: No report submitted.
- d. Frank Vehafric: No report submitted.

IX. Committee Report:

- a. Navigator: We have a booth at the Farmers Market on October 2. At this time, there is someone there to staff it until 1:45pm. We need someone to staff it from 1:45pm – 3:00pm.
- b. PAC: It is election season. We need some volunteers to help with canvassing and phone banking. There is a schedule up on the board. Please sign up for an open spot.
- c. Community Liaison: Please see submitted report for more information.
 - i. Food Bank: Ten People showed up at the last food bank night. The next food bank will be sometime between Thanksgiving and Christmas.
 - ii. Labor Day picnic: We had 136 members for a total of 526. We gave out 467 ride bracelets.

X. Old Business: None

XI. New Business:

- a. Member Appreciation: This is being tabled until the next board meeting.

XII. Announcements:

- a. James Hester passed away. He was a long time AFSCME member. He was a good guy who did a lot for the union.
- b. Night for Networking will be on October 16.

XIII. Next Meeting: The next meeting will be held on Wednesday, October 17, 2012 in CDRC 3200. Dinner will be at 5:00. Meeting starts at 5:30.

XIV. Adjourn: It was moved by Christi Branchaw and seconded by Linda Ramsey to adjourn the meeting. **Motion Passed Unanimously**
Meeting adjourned at 7:10 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.)