



EXECUTIVE BOARD MEETING MINUTES

February 24, 2021

Position	Name	Position	Name
● President	Matt Hilton	○ At-Large, 12	Vivian Lalangan
● Vice President	Michael Stewart	● Building Manager, 13	Mark Chapman
● Treasurer	Claire Irvan	E At-Large, 14	Brandy Goldsburly
● Secretary	Jennifer Barker	● At-Large, 15	Karri Garaventa
● Chief Steward	Haley Wolford	● At-Large, 16	Jeff Vogt
● Community Liaison, 1	T.J. Acena	● At-Large, 17	Casey Parr
○ Data Maintenance, 2	Trisha Crabb	● At-Large, 18	Lia Sebring
● Education & Training, 3	Molly Clasen	● At-Large, 19	Karyn Trivette
● At-Large, 4	Roxana Logsdon	● At-Large, 20	Kasey Zimmer-Stucky
● At-Large, 5	Cassie Barton	● Trustee, 1	Dana Hendricks
● Political Action, 6	Eli Shannon	● Trustee, 2	Mike Bandy
● Internal Communications, 7	Jesse Miller	● Trustee, 3	Natie Dutro
● At-Large, 8	Jim Cherveney	● Staff	Sima Anekonda
E At Large, 9	Christine Murray	● Staff	Kate Baker
● At Large, 10	Cynthia Peckover	● Staff	Ross Grami
● At-Large, 11	Roger Clark	● Staff	Vee Lewis

Key: ● present, E excused, ○ unexcused/not present

Guests/Observers Present: James Ofsink

- I. The meeting was called to order at 5:04 p.m. by Matt Hilton.
- II. Roll was taken by Jennifer Barker.
- III. Guests:
 - a. Police Accountability (James Ofsink): James is a member who is on the PAC. We were asked to sign onto a community letter around police accountability—doing so would mean that our logo appears on the letter. This is trying to ensure that the PPA contract includes reform-/accountability-minded language. PPA negotiations started in January and will probably conclude in June or July. Additional information can be found at <https://www.uniteoregon.com/policing>. The letter has been endorsed by Jobs with Justice and a couple of other locals. It's only about the PPA contract, so hopefully wouldn't receive pushback from council or the corrections locals. The letter doesn't need to be signed off on tonight, but the earlier it happens, the more influential it will be. Kate noted that there are no 328 members on OHSU's gun-safety task force.
- IV. Officer Reports
 - a. President's Report: See submitted report.
 - i. Swearing-in of New Board Members: The following new board members were sworn in: Jeff Vogt, at-large position #16; Lia Sebring, at-large position #18; Dana Hendricks, trustee position #1; Natlie Dutro, trustee position #2.
 - ii. COVID Testing-Site LOA: OHSU has given us 28 days' notice that they wish to end this LOA. We don't have any additional information at this time.
 - iii. Vaccine Volunteers ULP: Please see the blog article for an update about this.
 - iv. Hill Union Collaboration: Local 328 has met with GRU and HOU. The plan is to include ONA.

- v. Cultural Competency/Diversity Training: Claire and TJ have been doing a train-the-trainer series through the council. TJ asked for funding for an outside trainer in his 2021 budget—he’s looking into it further. It might not be possible to get this scheduled before the next board is sworn in. Claire and TJ will finish up their training in a couple of months, but it’s a lot of “Racism 101” and TJ feels the board is past that. Matt will touch base with TJ.
 - vi. Hillsboro Sub-Local Meet & Greet: Sarah Thompson from the council will be coming with some of them to the March board meeting.
 - vii. Hardship Fund: We’ve had a lot of applicants. Word of mouth is getting around, though, that the union will give people “free money.” We’re working on tightening up the intake process and the criteria, so applications for the fund are on pause right now. Given the recent weather event, we can still make that type of referral to LCSA, and also for issues like homelessness. Can we update the verbiage of the announcement about the fund being paused? Yes—Matt will work on this. How can we get the info out to members who have true emergencies, like the above, that resources are still available?
 - viii. Weather-Related Absences: OHSU gave us a 2/15 – 3/1 one-time approval for members to use SIK time to cover absences during the recent weather incident. Members can also change VAC to SIK if VAC was already entered. We need to get this information out to members.
 - b. Vice President’s Report: See submitted report.
 - c. Treasurer’s Report: See submitted reports. Board-incentive checks were mailed out today—please let Claire know if you haven’t received yours in a while. The treasurer’s report comes with an automatic second to acknowledge receipt of the following reports and note that they will be filed for annual audit: Nov-20 Statement of Financial Position and Nov -20 Statement of Activities. **Motion passed unanimously.**
 - d. Secretary’s Report: It was moved by Jennifer and seconded by Roxana to approve the following minutes: Jan-20 E-Committee, Jan-20 E-Board, and Feb-20 E-Committee. **Motion passed unanimously.**
 - e. Chief Steward’s Report: See submitted report.
- V. Staff Reports
- a. Anekonda: No report submitted.
 - i. LOA—Cardiac Device Technician: This is for a new classification in KCVI. It was moved by Cassie and seconded by Jeff to approve the LOA. **Motion passed unanimously.**
 - b. Baker: Kate needs to resubmit her report (it was incomplete). Arbitrations have been stacking up because OHSU’s attorney says his schedule is too full. We brought up the contract language about trying to get these done sooner, so they should be moving more quickly now.
 - i. LOA—Senior Electrician: This will bump up the classification by two grades. The affected employee is in favor. It was moved by Jennifer and seconded by Roxana to approve the LOA. **Motion passed unanimously.**
 - c. Grami:
 - i. Department Updates: Food & Nutrition—Issues around safety continue to pop up, such as overcrowding in an unventilated stockroom; there also some issues around OT and vacation; the LMC is on hold. Respiratory Therapy—There are representational issues, a case involving a potential threat of violence/potential

racism. Pharmacy—There's a case involving potential racism and potential sexism. West Campus—There's a grievance around back-pay for mileage reimbursements.

- ii. LOA—Revenue Cycle Business Analyst: This is a new classification; nobody is currently in this position. Per OHSU, the classification is comparable to Business Data Analyst 3, so that's the pay scale that was used. It was moved by Haley and seconded by Jennifer to approve the LOA. **Motion passed unanimously.**
 - iii. LOA—Spoken Language Interpreter: This LOA bumps up the classification from A29 to A31. It impacts four employees—Ross reached out to all of them, and they're in favor. It was moved by Jim and seconded by Haley to approve the LOA. **Motion passed unanimously.**
 - iv. Guidelines for Online Meetings: A draft document of best practices for online meetings was distributed with the board reports. Some recommendations include disabling screen-sharing and taking a screenshot of the participants. There are different recommendations for small/closed meetings vs. larger/open meetings—stricter guidelines for the latter (such as registration with host approval, link sent after registration, muting participants, etc.) Please email Ross with any feedback. There was a suggestion to add a recommendation that participants log in with full names.
 - v. Arbitration Updates: The B.M. termination case is scheduled for October; we're deciding whether to look for a settlement from OHSU. The R.O. termination case isn't scheduled yet.
- d. Lewis:
- i. OHSU Disciplinary Matrix: Vee, Sima, Haley, Jennifer met with HR re: OHSU's proposed disciplinary matrix. Vee feels that the document doesn't have teeth, because there's no real mechanism to prevent discriminatory issuing of discipline, even though OHSU feels it will help with this. Will OHSU go through past cases and make whole employees who were discriminated against? Ideally, OHSU would form a committee between the local and HR to review some of the cases where we know there was blatant discrimination in discipline. Vee would like to put on an AAEO training for the general membership, not just for member leaders.
 - ii. Department/Project Updates: HMC—OHSU has given the off-site IT employees a swing shift, which the employer can't do without bargaining; Vee intends to file a grievance. Black Caucus—Please invite your black coworkers to join the caucus; they held a great event, with speakers, for Black History Month. Telemetry Monitor Techs—Vee just got an LOA for ANI of \$7.50/hour for four hours, but she feels it should be reduced to two hours; more to come. She also has a case around reasonable accommodations.

VI. Project Charters

- a. HMC Organizing Gifts: It was moved by Roxana and seconded by Cassie to spend up to \$500 from project-charter funds to purchase thank-you gifts for the HMC organizers (council staff and HMC employees). **Motion passed unanimously. (mm#020121)**

VII. Committee Reports

- a. Community Liaison (Acena): See submitted report.
- b. Data Maintenance (Crabb): Nothing to report.
- c. Education & Training (Clasen): See submitted report.

- i. Workplace-Improvement Grants: Additional information can be found here: <https://o2.ohsu.edu/labor-management-committee/grant-opportunity.cfm>. Please help get the word out—applications are due by March 31. Molly hopes this will be a rolling program.
- ii. Virtual Collective-Bargaining Institute: They’re committed to scheduling around our local to maximize our participation. It’s currently set for April 19 – 23.
- iii. Education Committee: Please join Molly’s committee to help her get projects done! Email her if interested.
- d. Political Action (Shannon): See submitted report. Lobby Day is March 25.
- e. Internal Communications (Miller): ICC met before the board meeting—this will be a standing meeting. Please reach out if you’d like to help with comms. Jesse will be meeting with the comms chair with one of the other OHSU unions tomorrow.
- f. Building (Chapman): See submitted report.
- g. Diversity/Equity/Inclusion (Acena): See submitted report.
- h. Policy (Barker): See submitted report.

VIII. Other Reports

- a. Membership Update (Parr): See submitted report. We signed up 42 new members during AFSCME Strong Week. There was a net positive of 50+ new members since the last board meeting. There have been three months of positive gains, in both membership rate and total members.
- b. OHSU EBC (Barker): See submitted report. Kate—shout out to Casey, Kasey, Natlie, and Lia on the NEE committee.
- c. OHSU Parking (Bandy): Nothing to report. If anyone is interested in joining this committee, to replace Mike, please let him know—he’s been unable to attend the last few meetings.
- d. OHSU Policy (Barker): See submitted report.
- e. OHSU Safety (Chapman): See submitted report.
- f. NOLC: See submitted report.
- g. SWCLC: No report submitted.

IX. Old Business:

- a. Roberts Rules Plus Subcommittee: This subcommittee has met, and started talking about some ideas for making the board-meeting environment more welcoming. Roberts Rules seems too formal. They will meet again in a couple of weeks to come up with some suggestions and will bring some language to the board soon.

X. New Business

- a. DEI & Community-Liaison Board Seats: TJ wants to create a dedicated DEI seat on the board (to replace an existing general at-large position. The DEI committee feels that this work needs a seat and a vote on the board, not just a be a committee. Read a “why statement” for the DEI committee.
 - i. Position Descriptions: It was moved by TJ and seconded by Jennifer to approve the updated community-liaison position description and the new DEI position description and to convert one of the at-large positions to a DEI-dedicated seat. **Motion passed unanimously.**
 - ii. Board-Seat Changes: Lia Sebring submitted a candidate statement to express interest in filling the community-liaison seat. It was moved by Jennifer and seconded by Claire to appoint TJ Acena to the new DEI seat and to appoint Lia Sebring to the vacated community-liaison seat. **Motion passed unanimously.**
- b. EBC HOU Proposal: This was approved via an email motion.

- c. Police Accountability: It was moved by Eli and seconded by Michael to sign off on the Unite Oregon community letter around PPA police accountability. **Motion passed unanimously.**
- d. WTO COVID-19 Waiver: There is a petition from the Citizens Trade Campaign asking President Biden to lift Trump's block on a COVID-19 waiver with other WTO countries re: intellectual property restrictions on vaccine production. It was moved by Eli and seconded by Roxana to sign off on this petition. **Motion passed unanimously.**
- e. Box.com Going Away at OHSU: Box.com will be going away at OHSU by the end of the calendar year, and will start to migrate files over to OneDrive in May. Jennifer advises that those of us using Box.com through OHSU sign up for a personal Box.com account instead, using our union email addresses. Google Drive probably won't be a good option since Google files are blocked from OHSU email addresses.
- f. Resolution re: Council 75 Staffing-Ratio Complaints: Matt read a resolution about complaints re: the staffing ratios provided to our local by Council 75. Previous complaints haven't been addressed; going forward, complaints will be directed to the Council 75 personnel committee. Support was expressed for the need for more staff for this local. It was moved by Jennifer and seconded by Michael to present the resolution to Council 75. **Motion passed unanimously.**

XI. Announcements: None.

XII. The next meeting will be held via Zoom at 5:00 p.m. on Wednesday, March 17.

XIII. Seeing no additional business before the body, Matt Hilton adjourned the meeting at 7:52 p.m.

Respectfully submitted,

APPROVED 3/17/21

Jennifer Barker, Secretary
AFSCME Local 328

(Minutes are presented to the executive board for review and approval and then posted online at www.local328.org for review by the general membership.)