



Executive Board Meeting October 16th, 2013



	Position	Name		Position	Name
P	President	Matt Hilton	EX	Board Member-9	Linda Ramsey
P	Vice President	Chinetta Montgomery	EX	Board Member-10	Matthew Millard
P	Treasurer	Christi Branchaw	P	Board Member-11	Gianni Baratta
EX	Secretary	Marci Jo Carlton	P	Board Member-12	Haley Wolford
P	Chief Steward	Mike Bandy	P	Board Member-13	Maureen Moncada
P	Community Liaison-1	Theresia Lloyd-Siemer	P	Board Member-14	Jeff Hietanen
	Data Maintenance-2	VACANT	P	Board Member-15	Kim Leeth
P	Education and training -4	Vivian Lalangan	EX	Board Member-16	Eric Muehter
	Internal Organizer-4	VACANT		Board Member-17	VACANT
	Navigator-5	VACANT	P	Trustee #1	Michelle Libra
P	Political Action-6	Michael Stewart		Trustee #2	VACANT
EX	Publications-7	Jennifer Barker		Trustee #3	VACANT
P	Board Member-8	Elisa Davidson			

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

Staff Present: Frank Vehafic

Staff Not Present: Kate Baker, Val Andreas, Diane Lovell

Guests/Observers Present: Khan Le, Strategic Alliances Coordinator, Oregon AFSCME Council 75

- I. Meeting called to order at 5:30 p.m.
- II. Roll taken by Matt Hilton.
- III. Guest speaker Khan Le did a presentation about the council's work on volunteerism and getting unions active in their communities.
- IV. Consent Agenda: It was moved by Michael Stewart and seconded by Vivian Lalangan to approve the following consent agenda: **Motion Passed Unanimously**
 - a. Officer Reports (President, President Time, Vice President, Chief Steward)
 - b. Committee Reports: (Community Liason, Data Maintenance, Education and Training, and PAC)
 - c. Staff Reports (Andreas, Baker, Lovell, Vehafic)
 - d. Other Reports (DAC, Trauma Abstractor PD, Trauma Abstractor CS)
- V. Treasurer's Report (Christi Branchaw):
 - a. Email Money Motion Passed: Email money motion #EMM 20131007 was passed on October 7, 2013 for overages on a statement dated September 24, 2013 from Arbitrator Katheryn T. Whalen for \$2681 from Contract Defense Fund for the TP case.
 - b. Per Diem advances issued to 2013 AFL-CIO Convention Delegation: The amount was determined for the 2013 AFL-CIO Convention. The following delegates received \$61 each towards their per diem for the convention:

i. Kelli Byrd	iv. Vivian Lalangan
ii. Marci Jo Carlton	v. Theresia Lloyd-Siemer
iii. Matt Hilton	vi. Michael Stewart
 - c. Treasurer's Report: It was moved by Gianni Baratta seconded by Theresia Lloyd-Siemer to approve the October 2013 verbal treasurer's report, the September 2013 financial report (including the Balance Sheet Standard, Balance Sheet Detail, Transaction List by Date, and P&L Budget Performance), the 2013 3rd Quarter report to International, and the overlooked 2012 3rd Quarter report to International. **Motion Passed Unanimously**
- VI. Officer Reports:
 - a. President's Report (Matt Hilton): Please see submitted report.

- i. New Board Retreat: Matt thanked everyone for sending him their manager's information. So far he has not gotten any pushback regarding letting managers know of the retreat day and time. This will be a meat and potatoes meeting.
- ii. New Board Member Training: You should have heard from Kate Baker now. You will be trained on how to be on board and do reports, project charters, basically learning the basics.
- iii. Budgets: November meeting is our budget meeting. Matt and Christi will meet ahead of time to get a budget together ahead of time to help streamline the meeting. Committee chairs should have already started on their budgets. Please contact Matt and/or Christi if you need help with your budgets.
- iv. December meeting is our local holiday party. You can bring one guest with you. This is a time to relax and enjoy each other's company. Everyone works hard all year and this is the time to say good job. To everyone and for those who are new to meet and with those they are going to be working with and pick up wisdom from those who are leaving the board.
- v. Internal Organizing: The Executive Committee met with Council 75 last week. There is going to be a push for more organizing within our local. We will be focusing and prioritizing this. You will be hearing more about this along with the Council Vision at the Board Retreat. We are going to be going to outside areas around the state to reach out to others. We are also willing to have people come to your departments and present so they can ask questions and learn more about what the union does for them.
- b. Vice President's Report (Chinetta Montgomery): Please see submitted report
 - i. Employee Benefits Council (EBC): The EBC wrapped up the review for benefits. Moving forward we are going to look at the structuring of the group.
 - ii. Community Engagement: If you need help with your budget in terms of community engagement, Chinetta will be happy to meet with you.
- c. Secretary: No minutes submitted...out sick
- d. Chief Steward Report: Please see submitted report.
 - i. New Steward Training: We are going to be doing New Steward Training every month on the second Tuesday. If you know anyone interested in becoming a new steward, please let Mike know. There is a requirement of giving a six week notice, so we will put them in at a time where we can give the appropriate notice.

VII. Committee Reports:

- a. Building (Mike Bandy): No report submitted.
 - i. Apartment: Monday, October 21 will be the city's final inspection for occupancy. The final price for the apartment has been set. It is a 3 bedroom, 2 bathroom, 2100 square feet, and appliances (including refrigerator, washer and dryer). We have a management company who will be overseeing the property. The keys will be turned over after the final inspection.
 - ii. Mortgage: We will have the mortgage payment and the property manager fees covered between the rentals of apartment and the upstairs room.
 - iii. Tours: If you would like a tour of the building, please contact Mike and/or Matt to make arrangements.

VIII. Staff Reports:

- a. Andreas: No Report Submitted
- b. Baker: Please see submitted report.
- c. Lovell: Please see submitted report.
- d. Vehafric: Please see submitted report.
 - i. Arbitration: On one of the arbitrations more money is needed to help pay a computer expert to analyze the computer hard drive. The expert did not take any money for this. Frank would like request a motion for him to receive an honorarium of \$500 for the hours of work he put in.

IX. Swearing in of Officers: The following officers were sworn in by Matt Hilton:

- a. Chinetta Montgomery Vice President
- b. Michelle Libra Trustee 1

X. New Business:

- a. It was moved by Christi Branchaw and seconded by Theresia Lloyd-Siemer to give a \$500 honorarium in the amount of \$500 for an honorarium David Cramblett spending hours of time going through a hard drive regarding the DS arbitration case to be taken out of Contract Defense Fund. **Motion passed unanimously, 100113**
- b. It was moved by Theresia Lloyd-Siemer and seconded by Michael Stewart to spend up to \$750 on the Working Families Party Gala to come out of Project Charter Fund. This will include a donation of \$250 (this may include one ticket) and up to \$500 on additional tickets at \$50 each. **Motion passed unanimously, 100213**
- c. It was moved by Theresia Lloyd-Siemer and seconded by Vivian Lalangan to spend up to \$1600 on meal cards for Navigators attending quarterly meetings (265 cards at \$6 each) to be taken out of Project Charter. **Motion passed unanimously, 100313**

XI. Committee Reports (continued):

- a. Community Liaison (Theresia Lloyd-Siemer): Please see submitted report.
- b. Data Processing (Christi Branchaw): Please see submitted report
 - i. New Cards: There has 56 new cards signed since last reported.
 - ii. Fair Share Updated: Five people have been updated to fair share because they showed up as getting a rebate and OHSU had them as members.
 - iii. Council Export: Christi got a roster from the Council office and reconciled it with OHSU data base. She identified 232 people as fair share that AFSCME has membership cards on. Christi sent the names to OHSU to update their information so they can start collecting dues from them.
- c. Education and Training (Vivian Lalangan): Please see submitted report
 - i. Leadership Conference: Leadership Conference was completed October 4-6. It was attended by three of our members.
 - ii. LERC in Portland: An email went out regarding the Portland classes happening at the end of October. Please let Vivian know if you are interested. This is not restricted to Executive Board members.
- d. Internal Communications (Jennifer Barker): No report submitted
- e. Internal Organizer: Vacant
- f. Navigators: Vacant
- g. Political Action Committee PAC (Michael Stewart) Please see submitted report.
 - i. Phone Bank for Oregon Night for Marriage: There were 580 phone calls made last night. We will be following up with 23.
 - ii. Oregon Night for Marriage: This is an outreach that affects union members and community. This local has supports for a long time. It is November 9 at the Council 75 office. We will be canvassing for part of the day. We are still trying to confirm a VIP speaker.
 - iii. Endorsement: It was moved by Haley Wolford and seconded by Maureen Moncada to endorse the Freedom to Marry and Religious Protection Initiative. **Motion Passed Unanimously**
 - iv. Anti-Union Initiatives Training: Michael attending training on upcoming initiatives that are coming up. We will be going over these more in depth at the board retreat.
- h. Safety Committee: Vacant
- i. Other Reports: Please see report from DAC.
 - i. Diversity:
 1. Fundraiser: November 9 is the Oregon Night for Marriage fundraiser. It is family oriented.
 2. Diversity Action: OHSU is going to start partnering with the community. They are going to do a climate student. Please encourage our members to participate.

XII. Old Business: None

XIII. Announcements:

- a. Night for Networking: October 22 at CHH from 6:00pm – 9:00pm.
- b. Colored Pencils Art Quarterly: October 25 at the Portland Art Museum. It is all day. If you come at the dinner hour they ask for a \$10 donation. OHSU is sponsoring it, so you should be able to find more information on their calendar.
- c. Oregon Night for Marriage Fundraiser: November 9 at 12:00pm.

d. Jane Shull will be representing AFSCME on the OHSU Safety Committee.

XIV. Next Meeting: The next Meeting will be November 20th, 2013 at CDRC 3200. Dinner will start at 5:00. Meeting starts at 5:30.

XV. Adjourn: It was moved by Christi Branchaw and seconded by Theresia Lloyd-Siemer to adjourn the meeting. **Motion Passed Unanimously** Meeting adjourned at approximately 7:30pm.

Meeting minutes respectfully submitted by
Matt Hilton, President and Christi Branchaw, Treasurer
Marci Jo Carlton, Secretary put it all together.
AFSCME Local 328

Approved
January 15, 2014
Marci Jo Carlton
Secretary

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