



EXECUTIVE BOARD MEETING MINUTES

April 20, 2016

Position	Name	Position	Name
● President	Matt Hilton	● At-Large, 11	Sarah Cinnamon
E Vice President	Chinetta Montgomery	● At-Large, 12	Vivian Lalangan
● Treasurer	Christi Branchaw	○ Building Manager, 13	Mike Bandy
● Secretary	Jennifer Barker	E At-Large, 14	Maureen Moncada
● Chief Steward	Michael Stewart	- At-Large, 15	VACANT
● Community Liaison, 1	Theresa Lloyd Siemer	● At-Large, 16	Tara Karnes
● Data Maintenance, 2	Haley Wolford	● At-Large, 17	Debbie Brock Talarsky
● Education & Training, 3	Marci Jo Carlton	● At-Large, 18	Catherine Martinez
- Internal Organizer, 4	VACANT	○ Trustee, 1	Michelle Libra
● Unit Stewards, 5	Chris Fosnight	● Trustee, 2	Nate Leviner
- Political Action, 6	VACANT	- Trustee, 3	VACANT
- Internal Communications, 7	VACANT	● Staff	Kate Baker
● At-Large, 8	Elisa Davidson	● Staff	Ross Grami
E At Large, 9	Linda Ramsey	○ Staff	Frank Vehafric
E At Large, 10	Matt Millard	● Staff	Dennis Ziemer

Key: ● present, E excused, ○ unexcused

Guests/Observers Present: Corey Hope Nicholson, Gloria Coleman, Doug Higgins

- I. The meeting was called to order at 5:30 p.m. by Matt Hilton.
- II. Roll was taken by Jennifer Barker.
- III. Guests:
 - a. Gloria Coleman: See Project Charters section below.
 - b. Doug Higgins: See Arbitrations section below.
- IV. Officer Reports
 - a. President's Report: See submitted reports.
 - i. Board-Meeting Length: One of the suggestions from the retreat was to start the board meetings earlier and/or try to get through them more quickly. Matt costed out the early-start option; the executive committee decided that it's not a good use of union funds. To finish the meetings in a timely manner, come prepared to work, start on time, read your reports, etc.
 - ii. Bio Statements for Website: Ross is prepared to take photos of board members don't yet have one on the website; please submit your bio if you haven't done so already.
 - iii. Labor-Management Committee Vacancies: There are vacancies for AFSCME seats on the LMC. Interested parties should apply through the process outlined on O2. Some information was also sent to members via campus mail. If you're interested but have questions, contact Philip Curtis.

- iv. Mentors: Matt took down names of interested mentees (Nate, Catherine) and mentors (Sarah, Debbie).
 - v. Union Email System: Board members haven't been consistently checking their union emails. Matt will send a heads-up email to folks' OHSU accounts and Jennifer will do so when it's board-report solicitation/distribution time. It might be possible to set up a separate account in Outlook to get our union emails. Instructions to do so will be emailed. Board members also requested instructions on forwarding the emails and on personalizing the generic board-seat email name.
 - vi. Member Recognition: During the EVS independent investigation, we had some short-notice needs for having a member available after the interviews — Ross, Debbie, and Bernie were recognized for helping out with this.
 - vii. Board Resignation: Bernie has resigned as ICC chair and from the board; she will stay on as steward.
- b. Treasurer's Report: See submitted report(s).
- i. The treasurer's report comes with an automatic second to acknowledge receipt of the below reports and note that they will be filed for annual audit:
 - 1. Jan-16 Profit & Loss Budget Performance
 - 2. Feb-16 and Mar-16 Balance Sheet Standard, Balance Sheet Detail, Transaction List by Date and Profit & Loss Budget Performance
 - 3. 2016-Q1 Reports for International

Motion passed unanimously.
 - ii. OHSU Aliases: These are only to be used for lost-time, not for OHSU internal billing. If you need to have OHSU bill the union for anything other than lost time, contact Christi for instructions on how to do this.
 - iii. Project-Charter Fund Balance and Requests: The current balance is \$1,318.02. The large AFSCME Strong 2.0 project charter approved last month ate up a lot of the funds—the lost-time portion was funded from project-charter funds. Christi suggested that committees reevaluate their budgets and relinquish funds that won't be needed. Committees should meet, evaluate their budget and needs for the remainder of the year, and submit new budgets to Christi and Jennifer within two weeks. It was noted that the executive committee is not supportive of carving out of the contract-defense fund for projects. We use these funds a lot, for arbitrations, etc., and may end up with a balance of only \$50,000.
 - iv. Education/Training Budget Request: A budget wasn't submitted in November 2015 when the 2016 operating and committee budgets were approved. Marci Jo also wasn't in attendance at the January board meeting, so she didn't realize that her budget hadn't been officially submitted or approved. She now has a \$6,850 budget request — this budget will be evaluated at the next meeting, after we know how much in committee funds will be able to be returned to the pool.
- c. Vice President's Report: No report submitted.
- d. Secretary's Report: It was moved by Jennifer and seconded by Christi to approve the following minutes: Feb-16 and Mar-16 E-Board, Mar-16 and Apr-16 E-Committee.
- Motion passed unanimously.**
- e. Chief Steward's Report: The investigator has concluded her investigation of EVS — her report should be available in a couple of weeks. Michael feels that this is going to be a huge win for us and for the EVS employees. The employees are feeling unity, pride, etc. and are very energized. We need to stay vigilant and help them maintain this attitude.

V. Money Motions

a. Arbitrations:

- i. Flow Cytometry Case (Ziemer): Doug Higgins from Flow Cytometry spoke about this case at the beginning of the board meeting. A grievance was filed because about eight members in this department consistently miss their breaks and lunches and have to work a lot of holidays and weekends, mainly due to having to provide coverage for another work group. Christi moved and Sarah seconded to approve \$25,000 for this case to go to arbitration. **Motion passed unanimously. mm#040116**
- ii. H.W. Case (Vehafric): Matt presented the background about this case in Frank's absence. Marci Jo moved and Theresia seconded to approve \$15,000 for this case to go to arbitration. **Motion passed unanimously. Mm#040216**
- iii. Updates on Past Arbitrations: A board member asked about getting updates on how past arbitrations were resolved. Updates are included in staff reports. The last arbitration was Diane Lovell's and it was resolved quite a while ago.

b. Project Charters:

- i. Student Debt-Relief Training (Coleman): Gloria has learned that, since OHSU is a non-profit, OHSU employees can get their student loans forgiven if they've worked here for ten years (calculated from the date you apply for the debt relief, not your hire date). She is requesting union assistance to attend a student debt-relief training in California. Her project charter requests \$1,626.68 for flight, lodging, meals, and lost time. Gloria would like to hold some lunch-and-learn sessions for our members after she receives this training. Ross will also be attending this training, paid for by the council. With Gloria's agreement, it was decided to exclude lost time from the project charter, so the new amount requested is \$712. Matt moved and Chris seconded to pay up to \$712 for Gloria's flight, lodging, and per-diem for meals to attend this training. **Motion passed unanimously. mm#040316**
- ii. Jobs with Justice (Hilton): Matt requested \$260.00 for 10 tickets to the upcoming JWJ dinner. We already contribute to JWJ; this would be in addition to that. This might be a good opportunity for unit stewards. A portion of our other contribution to JWJ was funded by the Community Liaison budget. It was moved by Haley and seconded by Sarah to fund this request from project-charter funds. **Motion passed unanimously. mm#040416**
- iii. Pacific Northwest Labor History Association Conference (Stewart): Michael requested \$145 to attend this conference in order to share the information with our stewards. Michael will need to send the project charter to Jennifer for our records. Matt moved and Marci Jo seconded to approve this amount for Michael to attend the conference. **Motion passed unanimously. mm#040716**

VI. Staff Reports/LOAs: See submitted reports.

a. Baker: See submitted report.

b. Grami: See submitted report.

- i. LOAs: (a) Surgical Services Technicians, (b) Eliminating OB Technicians: (a) This LOA results from a state requirement for certification of surgical-services techs; the affected members supported the LOA. (b) This LOA moves the OB techs to a higher classification and gives our members a raise. Both of these LOAs were originally discussed at the September 2015 board meeting. Christi moved and Michael seconded to approve both LOAs. **Motion passed unanimously.**

c. Vehafric: No report submitted.

- d. Ziemer: See submitted report.
 - i. LOA: Salaried Pharmacists Night Differential. This LOA will offer the affected members a flat-rate differential per shift based on hours worked (maximum is a \$50.00 differential for a ten-hour shift. The object of the LOA is more parity between salaried and hourly pharmacists. Dennis noted that some of the employees affected by the LOA are leaving OHSU and he doesn't think the LOA will solve Pharmacy's retention problems (on a recent day there were 40 open shifts). He recommends approval nevertheless. Marci Jo moved and Theresia seconded to approve the LOA. **Motion passed unanimously.**

VII. Committee Reports

- a. Community Liaison (Lloyd-Siemer): See submitted report.
- b. Data Maintenance (Wolford): Haley is using her lost time to get through the new cards. Later this year there should be an option for folks to sign membership cards electronically. Corey will pilot this with the unit stewards, with a plan to roll it out in July.
- c. Education & Training (Carlton): Marci Jo been emailing members about training opportunities — she last emailed about a month ago. One member is interested in LERC, one in the leadership conference, and several interested in SIUW. She has been posting events on the online calendar on our website and will continue to do so.
- d. Unit Stewards (Fosnight): Chris reported that the program is going well.
- e. Internal Communications (Delaney, now vacant): See submitted report.
- f. Building (Bandy): No report submitted. Matt updated the board on the water-meter issues. The tenant's water bill had been sent to the council office — it didn't paid, so the water was shut off. The meter was bundled with Farmers, so water for entire building got turned off. This is now being worked on.
- g. Policy (Hilton): The education/training policy will be presented next month. Do we want to convert any of the vacant designated board seats to at-large positions? If you have opinions on this, let Matt know — the policy committee will look at this issue next week. On a related note: if you know someone who might be interested in one of the vacant positions, let them know they can attend a meeting as a guest first if it would be helpful to them.

VIII. Other Reports

- a. OHSU Policy Advisory Committee (Barker): See submitted report.
- b. OHSU Retirement Plan Advisory Committee (Barker): See submitted report. We have a vacancy on this committee. Since Jennifer is in PERS, it would be good to have a representative who is in UPP. Vivian and Sarah both expressed interest; Matt will make the appointment.
- c. OHSU Parking Committee (Militante): See submitted report. Mike and Jeanne are the designated members, but Jeanne might be stepping down. Vivian is interested in filling any vacancy. Matt will follow up on this.
- d. NOLC (Carlton): See submitted report. Council president Jeff Klatke is running for president of NOLC; someone from UFCW is also running. Marci Jo asked for guidance about voting. The executive board let her know that we trust delegates to vote for what's best. Current NOLC delegates are Michael, Marci Jo, Chinetta, and Theresia.

IX. New Business

- a. Political Season: Upcoming events include canvasses on April 30 and May 7 and a get-out-the-vote event on May 14; phone-banking also takes place weekdays from ~5:00 – 8:00 p.m. Candidates include Amanda Schroeder and Roberta Phillip-Robbins. Council

has tasked our local with 100 hours of volunteering this primary season, so we need folks to sign up for shifts. See the union's Facebook page events for more details.

- X. Announcements
 - a. OHSU Farmers Market Tabling (July 26): Maureen will email the sign-up sheet to the board to sign up for shifts.
- XI. The next meeting will be held Wednesday, May 18, in CDRC 3200. Dinner starts at 5:00.p.m.; meeting starts at 5:30 p.m.
- XII. Seeing no additional business before the body, it was moved by Sarah and seconded by Michael to adjourn the meeting. **Motion passed unanimously.** Matt adjourned the meeting at 7:33 p.m.

Respectfully submitted,

Approved 5/18/2016

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.)