



# EXECUTIVE BOARD MEETING MINUTES

## November 28, 2018

<b>Position</b>	<b>Name</b>	<b>Position</b>	<b>Name</b>
● President	Matt Hilton	● At-Large, 12	Jamie Roberts
● Vice President	Michael Stewart	● Building Manager, 13	Mike Bandy
○ Treasurer	Marci Jo Carlton	○ At-Large, 14	Samira Karajcic
● Secretary	Jennifer Barker	n/a At-Large, 15	VACANT
● Chief Steward	Debbie Brock Talarsky	n/a At-Large, 16	VACANT
n/a Community Liaison, 1	VACANT	n/a At-Large, 17	VACANT
● Data Maintenance, 2	Haley Wolford	n/a At-Large, 18	VACANT
● Education & Training, 3	Theresia Lloyd-Siemer	n/a Trustee, 1	VACANT
● At-Large, 4	Roxana Logsdon	n/a Trustee, 2	VACANT
● At-Large, 5	Vivian Lalangan	n/a Trustee, 3	VACANT
n/a Political Action, 6	VACANT	○ Staff	Kate Baker
● Internal Communications, 7	Trisha Crabb	● Staff	Nicole Meck
○ At-Large, 8	Elisa Davidson	● Staff	Frank Vehafric
○ At Large, 9	Christine Murray	E Staff	Dennis Ziemer
○ At Large, 10	Cynthia Peckover	● Staff	Corey Hope Nicholson
● At-Large, 11	Molly Clasen		

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

### Observers Present:

- I. The meeting was called to order at 5:30 p.m. by Matt Hilton.
- II. Roll was taken by Jennifer Barker.
- III. Guests: None.
- IV. Officer Reports
  - a. President's Report: See submitted reports.
    - i. Bargaining Next Steps & Survey: Our team is high functioning and very engaged. Past bargaining surveys have been done by phone and only reached a limited number of members. A link to our electronic survey will be sent out to all members on Monday; the survey won't be closed until we receive 2,000 responses. Let Matt know if you become aware of language issues or if folks need a paper copy.
    - ii. 12/18 Holiday Party: This year's party will be held on Tuesday, December 18, from 4:00 – 8:00 p.m. in the BICC Gallery.
    - iii. Board-Member Incentives: Last year a line item was approved to pay incentives to board member: \$10 per month if the board member attends the board meeting and participate in all email motions that month. Checks will be sent out next month.
    - iv. New Rx Card Reminder: We'll have a new pharmacy benefit manager in 2019—OHSU is going in house for this, which will cut costs. New cards should be mailed to employees within the next couple of weeks.
  - b. Vice President's Report: See submitted report.
  - c. Treasurer's Report: No report submitted.

- d. Secretary's Report: It was moved by Jennifer and seconded by Theresia to approve the following minutes:
  - i. Oct-18 E-Committee
  - ii. Oct-18 E-Board
  - iii. Nov-18 E-Committee

**Motion passed unanimously.**
- e. Chief Steward's Report: Nothing to report.
- V. Money Motions
  - a. Project Charters
    - i. Project Charter Funds: Matt moved and Mike seconded to put the previously allocated (mm#070418) skeet-shooting funds back into project-charter funds. **Motion passed unanimously.**
    - ii. Ventura County Humane Society (Stewart): After discussion, this project charter pulled for further information gathering.
    - iii. North Valley Community Fund (Stewart): This is a charity that helping the citizens of Paradise, CA, a town that was destroyed by the California wildfires. It was moved by Michael and seconded by Theresia to spend \$750 from project-charter funds to make a donation to the North Valley Community Fund. After discussion, Mike moved and Matt seconded to call the question. Motion to call the question passed unanimously. **Motion passed 7-4-1. (mm#110118)**
- VI. Staff Reports/LOAs
  - a. Baker: See submitted report.
  - b. Meck: See submitted report.
  - c. Vehafric: See submitted report.
  - d. Ziemer: See submitted report.
- VII. Committee Reports
  - a. Data Maintenance (Wolford): See submitted report.
  - b. Education & Training (Lloyd-Siemer): See submitted report.
  - c. Internal Communications (Crabb): Nothing to report.
  - d. Building (Bandy): Nothing to report.
- VIII. Other Reports
  - a. OHSU Parking (Bandy/Militante): See submitted report.
  - b. OHSU Policy (Barker): See submitted report.
  - c. NOLC (Carlton): See submitted report.
  - d. SWCLC (Lloyd-Siemer): See submitted report.
- IX. Old Business: None.
- X. New Business
  - a. Career & Workplace Enhancement Center Presentation (Clasen): Molly presented on CWEC metrics for FY18. The CWEC started partnerships with EVS and Food & Nutrition. For open-enrollment classes, seats filled went from 1,444 in FY17 to 1,491 in FY18; for all classes, seats filled went from 2,905 to 3,044. Class waitlists decreased from 965 in FY17 to 467 in FY18. Participants were 12% EVS techs, 8% medical assistants, 8% admin coordinators, 4% PAS resource specialists, and 3% each PAS specialists, senior research assistants, and admin assistants. Of 1,435 unique participants, 66% were AFSCME employees (up from 54% in FY17) and 34% non-AFSCME. 3,364 users logged into Lynda.com in FY18, 48% of whom were AFSCME employees. Some of the most popular Lynda.com courses in FY18 were Excel 2013 Essential Training,

Project Management Foundations, and Time Management Fundamentals. The Professional Development Reimbursement Program reimbursed 535 people, with an average reimbursement of \$225. AFSCME employees received 4,685 in FY18 (up from 51% in FY17)—this includes all CWEC offerings (classes, Lynda.com activity, career-fair participation, conflict coaching, etc.).

- b. 2019 Budgets: There were 5,287 dues-payers in the eZone at the time the draft budget was prepared; 5,100 dues-payers were assumed for the budget. The Council 75 convention was budgeted for seven delegates and the AFL-CIO convention for five. Committees that didn't submit an actual budget to be voted on tonight should submit a budget for approval at our January meeting. Matt moved and Michael seconded to approve the 2019 budgets. **Motion passed unanimously. (mm#110218)**

XI. Announcements:

- a. Officer Stipends: An ad-hoc committee will be meeting to establish expectations for officers in regards to stipend eligibility.

XII. The next meeting will be held Wednesday, January 16, in OL 217. Dinner starts at 5:00 p.m.; meeting starts at 5:30 p.m.

XIII. Seeing no additional business before the body, it was moved by Matt and seconded by Haley to adjourn the meeting. **Motion passed unanimously.** Matt Hilton adjourned the meeting at 6:20 p.m.

Respectfully submitted,

**APPROVED 1/16/2019**

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](http://www.local328.org) for review by the general membership.)*