



EXECUTIVE BOARD MEETING MINUTES

February 20, 2019

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

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

Observers Present:

- I. The meeting was called to order at 5:31 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:
 1. Video: The video has been updated since it was last presented to the board. It was met with applause when presented to stewards. The updated version was shown to the board. This will go live on Tuesday.
 2. Next Steps: We start bargaining on February 26. We will preschedule mediation, to happen in late May. Dalia Thornton from the IU has been working with the bargaining team. The BLT has been doing a lot of work and Matt feels well prepared. How can we get members to care about bargaining? Matt thinks it will happen organically as the proposals come out and people can see how they'll be impacted. Right now, have your coworkers like us on Facebook and follow blog.local328.org. There will be a series of polls and a town hall with OHSU presenting (probably in May). If your coworkers have questions that you don't know the answer to, just route them to bargaining@local328.org. There'll be weekly bargaining updates on the blog.
 - ii. Council Convention: The candidates have accepted their nominations and have until close of business on February 22 submit their candidate statements prior to the election.
 - iii. PNLHA Conference May 3-5: The Pacific Northwest Labor History Association rotates annual conference each year, between Portland, Seattle, and Vancouver;

- they share valuable history that isn't available anywhere else. Matt will present a project charter for a donation and registration fees later in the meeting.
- iv. Bargaining Button Subcommittee: A member had presented a project charter to do a button, but it didn't clear the executive committee. If anyone on the board has a special interest in it, Matt will be forming a subcommittee to work on it. This subcommittee might also tackle the bargaining stickers in addition to a higher-end button. Theresa, Jennifer, Haley, and Jamie are interested.
 - v. Amendment to the Bargaining Budget: The wording of this motion said "renovations," which doesn't accurately describe what the expense was for, so the motion needs to be reworded. Mike moved and Michael seconded to make an administrative change to money motion #010219 from last month to change the "renovations" to "making the room useful as a conference room." **Motion passed unanimously. (mm#020119)**
- b. Vice President's Report: See submitted report.
- c. Treasurer's Report:
- i. Mortgage Payment vs. Rent Income Issue: Ruth discovered that since we've been overpaying toward our mortgage, our rental income isn't covering our payments. The difference is \$1,438/month. Our options include (a) continuing to overpay (mortgage would be paid off by 2022) and making up the difference from project-charter funds, (b) stop overpaying (mortgage would be paid off ~2024 instead) and leaving money in project-charter funds, and (c) refinancing the mortgage. The executive committee doesn't support refinancing. We currently have ~\$19,000 remaining in project-charter funds for the rest of 2019. Marci Jo noted that we can always revisit our operating budget in July. Mike moved and Matt seconded to have the bank take us back to our original monthly payment and at the end of the year apply whatever is left in project-charter funds as a payment toward the mortgage. Marci Jo made and Mike accepted a friendly amendment to omit the end-of-year project-charter payment. **Motion passed unanimously. (mm#020219)** Jennifer moved and Theresa seconded to pay up to \$11,000 to cover the mortgage/rent difference from project-charter funds. **Motion passed unanimously. (mm#020319)**
 - ii. Audit: The latest audit has been completed. Copies of the documents were made available for review by the board.
 - iii. Reports: Financial reports are not available this month because Ruth went on vacation and didn't have them ready in time for the meeting.
 - iv. Revised Expense Reimbursement Form: Marci Jo and Ruth developed a new form and Jennifer provided feedback and assistance. This will cover everything but lost-time. (Lost-time will be tracked/submitted on a monthly basis.) Marci Jo walked through a presentation of the form and how to complete it. It's an Excel form that'll calculate the totals for you. Members will need to know what money motion, budget, and/or committee the payment will be applied to. Need a signature from the member, a signature from the relevant committee chair or a board check signer (Matt, Michael, or Jennifer). If you would ordinarily be the second signer, you'll have to send it to someone else if you're also the first signer. Then it goes to Marci Jo for signature and then goes to Ruth for payment. Email Marci Jo if you have feedback. This will go live right before March. If the member knows how to save the completed spreadsheet as a PDF, we can do electronic signatures on it.

- d. Secretary's Report: It was moved by Jennifer and seconded by Marci Jo to approve the following minutes:
 - i. Jan-19 E-Board
 - ii. Feb-19 E-Committee

Motion passed unanimously.
 - e. Chief Steward's Report: See submitted report. There are high instances of grievances and investigatory meetings in Centralized Managed Care & Price Estimates, Food Service Retail, and Hospital Transportation. Haley is also keeping her eye on Diagnostic Radiology, Operating Rooms, and Patient Support Services.
- II. Project Charters
- i. Women's Committee Lunch (Hilton): The guest speaker for the women's committee lunch at the Council 75 convention is IU secretary/treasurer Elissa McBride. It was moved by Matt and seconded by Theresia to spend up to \$240 from project-charter funds for Council 75 convention delegates to attend the women's committee lunch at the convention. Members can attend even if they're not a convention delegate. **Motion passed unanimously. (mm#020419)**
 - ii. PNLHA Conference (Hilton): It was moved by Matt and seconded by Marci Jo to spend up to \$1,580 from project-charter funds to cover PNLHA conference/banquet registration for up to 8 members plus as a \$500 donation. **Motion passed unanimously. (mm#020519)** Email Matt if you would like to attend the conference.
 - iii. Pharmacy Tech Recognition (Stewart): There are 15 techs and Michael only has 12 Regal movie gift cards (leftover from MA Appreciation Week), so he needs to buy three more. It was moved by Michael and seconded by Elisa to spend \$75 from project-charter funds to purchase three \$25 Regal Cinemas gift cards for pharmacy-tech recognition. **Motion passed unanimously. (mm#020619)**
- III. Staff Reports/LOAs
- a. Baker: See submitted report.
 - i. LOA—Audiology Techs 1 & 2: It was moved by Michael and seconded by Haley to approve the LOAs. **Motion passed unanimously.**
 - ii. LOA—Market-Based Selectives: Nine out of 11 positions are getting raises; the rest are getting red-circled, so they won't be losing any pay. It was moved by Jennifer and seconded by Theresia to approve the LOA. **Motion passed unanimously.**
 - b. Vahafric: No report submitted.
 - c. Ziemer: See submitted report.
 - i. LOA—Care Coordinators 1 & 2: It was moved by Haley and seconded by Matt to approve the LOAs. **Motion passed unanimously.**
 - ii. Arbitration—Drug Testing: This is OHSU-wide grievance; the original problem came up in Pharmacy. It was moved by Theresia and seconded by Matt to spend up to \$15,000 from contract defense to take the drug-testing grievance to arbitration. **Motion passed unanimously. (mm#020719)**
- IV. Committee Reports
- a. Education & Training (Lloyd-Siemer): See submitted report. Summer Institute will be in Vancouver, BC. Theresia is waiting to see what the registration cost will be.
 - b. Internal Communications (Crabb): No meeting was held; nothing to report.
 - c. Building (Bandy): The replacement of the railing the left-hand side of the building has been completed. Mike has given authorization to replace the right-hand railing. The cost should be less than \$5,000 for both.

- V. Other Reports
 - a. OHSU Parking (Bandy/Militante): Mike was unable to attend the meeting; nothing to report.
 - b. OHSU Policy (Barker): See submitted report. Jennifer noted that the Solicitation policy changes that would have been detrimental to us were rescinded.
 - c. NOLC (Carlton): See submitted report.
 - d. SWCLC (Lloyd-Siemer): See submitted report.
- VI. Old Business: None
- VII. New Business
 - a. CWE Center/EVS Video (Clasen): The CWE Center has several offerings designed specifically for EVS employees. Kate has been instrumental with this. Moll presented a video about the classes, featuring short interviews with some of the EVS employees who've participated. The video has been shown at LMC and will also be shared with other departments to see if they might be interested in starting this kind of partnership with the CWE Center.
- VIII. Announcements: None
- IX. The next meeting will be held Wednesday, March 20, in CDRC 3200. Dinner starts at 5:00 p.m.; meeting starts at 5:30 p.m.
- X. Seeing no additional business before the body, it was moved by Michael and seconded by Matt to adjourn the meeting. **Motion passed unanimously.** Matt Hilton adjourned the meeting at 7:09 p.m.

Respectfully submitted,

APPROVED 3/20/2019

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 for review by the general membership.)