



# EXECUTIVE BOARD MEETING MINUTES

## January 15, 2020

<b>Position</b>	<b>Name</b>	<b>Position</b>	<b>Name</b>
● President	Matt Hilton	n/a At-Large, 12	VACANT
● Vice President	Michael Stewart	● Building Manager, 13	Mark Chapman
● Treasurer	Claire Irvan	● At-Large, 14	Brandy Goldsbury
E Secretary	Jennifer Barker	● At-Large, 15	Karri Garaventa
● Chief Steward	Haley Wolford	● At-Large, 16	Ashlee Howard
● Community Liaison, 1	T.J. Acena	● At-Large, 17	Casey Parr
● Data Maintenance, 2	Trisha Crabb	● At-Large, 18	Eli Shannon
● 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	Marci Jo Ashby
● Political Action, 6	David Gale	○ Trustee, 2	Mike Bandy
● Internal Communications, 7	Jesse Miller	● Trustee, 3	Jordan Muehe
● At-Large, 8	Jim Cherveney	● Staff	Kate Baker
● At Large, 9	Christine Murray	● Staff	Ross Grami
○ At Large, 10	Cynthia Peckover	● Staff	Frank Vehafric
● At-Large, 11	Roger Clark		

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

Guests/Observers Present: Vivian Lalangan

- I. The meeting was called to order at 5:30 p.m. by Matt Hilton.
- II. Roll was taken by Ross Grami.
- III. Officer Reports
  - a. President's Report: See submitted report.
    - i. Sobering-Station Closing: Portland Police have made the decision to close the sobering station—this will impact our members, particularly in the ED. Central City Concern had been operating this, with a professional staff trained to deal with this population. Now people coming down from drugs and alcohol will be taken to the ED instead. We will need to document any problems and issues experienced by our members—OHSU will work with us on this. WSIRS, a reporting form on the O2 (basically a PSI) might be the place to report problems. It was requested that we ask OHSU to say more about this. This may be something we could partner with ONA on. There was discussion re: various problems that have been experienced in the ED. It was reported that a metal detector will be installed.
    - ii. Uber/Lyft Reimbursement: The subject of reimbursing board members for Uber/Lyft rides home from board meetings arose last month. Cassie moved and Roger seconded to allow reimbursement of Lyft rides tonight. A policy will need to be developed around this.
    - iii. Mediation Update: The ULP that was filed way back when is still up in the air. Jason, the council attorney is expecting OHSU's attorneys to present a settlement offer by February.

- iv. Committee Appointments: Matt moved and Trisha seconded to make the committee appointments noted below. **Motion passed unanimously.** Matt moved and Casey seconded to appoint Eli to NOLC. **Motion passed unanimously.** Kate asked for Matt or Claire to serve on the market-based wage committee.

<u>Committee</u>	<u>Appointee(s)</u>
Hardship Fund	Matt Hilton, Sierra Walker, Lia Sebring, Gina Bainbridge
Market-Based Wage	Dalton Bliese, Lia Sebring, Elizabeth Nagy
OHSU Retirement Advisory	Paul Bernhardt
OHSU Safety	Mark Chapman
PAC	James Ofsink
Staffing Escalation	Dalton Bliese
Telecommuting	Dinah Gilbert, Sounisa Bounmy
Peer-to-Peer/Mental Health	Matt Hilton, Haley Wolford, Karyn Trivette
Employee Advisory	TBD
PHL	TBD

- v. Contract Printing: This will happen soon. The OHSU Copy Center will be doing the printing.
  - vi. Convention: If you're interested in being a delegate to the international convention, be sure to request time off for August 9 through 14.
  - vii. Role of Executive-Committee Recommendations: A recommendation from the executive committee doesn't mean that anyone has to do anything. You are all free-thinking individuals. Please speak up as much as possible.
  - viii. Board-Member Incentives: Current policy states that non-officer board members will earn a stipend of \$10/month, as a means of improving participation, if they attend the board meeting and vote on all email motions that month. The issue had previously been raised re: whether this stipend is still necessary. There was extensive discussion, both pro and con, for maintaining the stipends. It was noted that we did approve the stipends in our 2020 operating budget and it might be more appropriate to raise the issue again at budget time. Jesse moved and Jim seconded to table this discussion until our fall budget-planning meeting. **Motion passed unanimously.**
  - ix. Retreat Planning: We need a planning committee for the retreat. Please email Matt if you are interested.
- b. Vice President's Report: See submitted report.
  - c. Treasurer's Report: See submitted reports. There were questions re: some 2017/2018 collective-bargaining expenses, a loan-servicing fee, and a number of checks and other transactions. Claire will provide additional information about these items at the February board meeting.

- d. Secretary's Report: It was moved by Matt and seconded by Michael to approve the following minutes: Nov-19 E-Board and Dec-19 E-Board. **Motion passed unanimously.** Jan-20 E-Committee minutes will be presented for approval at the February Board meeting.
  - e. Chief Steward's Report: See submitted report.
- IV. Project Charters
- a. Chief Steward Supplemental Time: Haley outlined why she needs more time—long story short, her chief-steward duties require more many hours than she is allocated. She will delegate work when she can, but is also requesting an additional five hours of lost time each week. It was moved by T.J. and seconded by Matt to spend \$4,745.40 from project-charter funds to cover an additional five hours of weekly lost time for the chief steward. **Motion passed unanimously. (mm#010120)**
  - b. Tech Week 2020: We traditionally provide funds for this breakfast event at the West Campus. It was moved by Haley and seconded by Matt to spend \$1,261.50 from project-charter funds to provide breakfast at the ONPRC for Tech Appreciation Week. **Motion passed unanimously. (mm#010220)**
- V. Staff Reports
- a. Baker: See submitted report.
  - b. Grami: See submitted report.
  - c. Vehafric: See submitted report.
  - d. LOAs/Class Specs—Equipment Pool Technician, Ophthalmic Echographer, Photographer & Technician: It was moved by Ashlee and seconded by Casey to approve the equipment-pool LOA and the three ophthalmic class specs. **Motion passed unanimously.**
- VI. Committee Reports
- a. Community Liaison (Acena): See submitted report. T.J. has purchased a ticket to a faith/labor event.
  - b. Data Maintenance (Crabb): Trisha has worked with Frank to get access to reports and make eZone updates.
  - c. Education & Training (Clasen): See submitted report. Member Leah Sebring suggested a project for OHSU to help cover the low-cost bachelor's degree offered by AFSCME.
  - d. Political Action (Gale): See submitted report.
  - e. Internal Communications (Miller): AFSCME Strong Week is coming.
  - f. Building (Chapman): See submitted report.
- VII. Other Reports
- a. Documents Project (Wolford): See submitted report. Haley acknowledged the size of the report and asked if folks read the position description that applied to them. There was discussion around unit-steward duties and a possible requirement to turn out folks to events. It was moved by Cassie and seconded by Matt to approve the position descriptions. **Motion passed unanimously.**
  - b. EBC (Barker): See submitted report.
  - c. OHSU Parking (Bandy): Nothing to report—there was no parking meeting this month.
  - d. OHSU Policy (Barker): See submitted report.
  - e. Policy (Hilton): An incorrect version of the policy report was distributed, and the policies to be voted on (one new policy, several to repeal) weren't included. These will be distributed for an email vote instead.
  - f. NOLC: See submitted report.
  - g. SWCLC: See submitted report.
- VIII. Old Business: None.

IX. New Business

- a. New Employee Engagement (Stewart): This has been delayed until February.
- b. CWE Center (Clasen): Molly presented the metrics for fiscal year 2019. More than 80 candidates applied for an ELL-trainer position. Classes peaked in 2018, but dropped (not significantly) in 2019. No-shows fluctuated but are generally low. The most-trained classifications are MA, PAS, and admin coordinator. Only nine Food & Nutrition employees took classes. One in eight represented employees took a CWE class. LinkedIn Learning is doing well. We need more diversity in payouts for education, which are often dominated by professional departments. One in five represented employees accessed some form of learning through the CWE Center.
- c. State of the PAC (Gale): The PAC now has a calendar of events and two committee members. Activities are planned for January and February. The Oregon Workplace Violence Protection Act (SB 823) requires a host of data collection and some provisions directly around safety. OHSU must put together a public package of data on a yearly basis. In 2022, the Oregon legislature will review the data and potentially put more legislation in place to fix issues. The Oregon Healthcare Forum will be held on January 22. Candidate interviews will take place on January 16—David will be attending all of them. In February and March, David will be doing a push for voter registration and census participation—he needs volunteers for tabling. A PAC town hall will be held on February 18. The Washington primaries will be held on March 10.
- d. Appointment of Vacant At-Large Position: Vivian Lalangan made a statement requesting to be appointed to at-large position #12. Matt moved and Michael seconded to appointment Vivian to at-large position #12. **Motion passed unanimously.** Vivian was sworn in.

X. Announcements

- a. AFSCME Strong Week: The AFSCME Strong blitz, focused on non-members, is happening on January 25 & 26. We have a significant number of non-members and we need to get face to face and talk with them—the best way to do that is with members talking. There will also be a membership drive during AFSCME Strong Week, called a “scabenger hunt.”
- b. NEO: We need “orphan” units to be covered and need to have folks talking with new employees. There was unanimous support for this.

XI. The next meeting will be held Wednesday, February 19, in Mac 1162. Dinner starts at 4:30 p.m.; meeting starts at 5:00 p.m.

XII. Seeing no additional business before the body, it was moved by Karri and seconded by T.J. to adjourn the meeting. **Motion passed unanimously.** Matt Hilton adjourned the meeting at 8:47 p.m.

Respectfully submitted,

APPROVED 2/19/2020



Ross Grami for  
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.)