



EXECUTIVE BOARD MEETING MINUTES

February 19, 2020

Position	Name	Position	Name
● President	Matt Hilton	● At-Large, 12	Vivian Lalangan
● Vice President	Michael Stewart	● Building Manager, 13	Mark Chapman
● Treasurer	Claire Irvan	E At-Large, 14	Brandy Goldsbury
● 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	E At-Large, 18	Eli Shannon
● Education & Training, 3	Molly Clasen	E At-Large, 19	Karyn Trivette
● At-Large, 4	Roxana Logsdon	E 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	Valyria Lewis
● At-Large, 11	Roger Clark	● Staff	Frank Vehafric

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

Observers Present:

- I. The meeting was called to order at 5:00 p.m. by Matt Hilton.
- II. Roll was taken by Jennifer Barker.
- III. Guests: None.
- IV. Announcements/New Business: We want to try shifting announcements and new business to the first part of the meeting, in hopes that we'll get more engagement. David distributed a flyer about a candidate forum happening on Saturday, February 22—feel free to share. Claire distributed the audit reports for board signatures. Kate asked that those with special dietary needs let her know so she can place the catering orders to accommodate them.
- V. Officer Reports
 - a. President's Report: See submitted report.
 - i. New Staff Rep: Valyria Lewis started as our new staff rep last week. Introductions were made.
 - ii. Convention Elections: Convention is normally in July, but is being held in August this year. Election notices cannot go out earlier than 120 days beforehand, so the postcards will go out in mid-March or early April.
 - iii. New Employee Engagement: Michael will be giving a presentation later in the meeting.
 - iv. Salaried Grievance Update: A step 1 meeting was held; we requested to waive the Step 2 meeting. More to come, as this matter will likely head to arbitration.
 - v. ULP Update: We're very close to reaching a settlement with OHSU on our bargaining-related ULPs. We prioritized what we wanted in a settlement (the independent investigation and the HR training), which were unlikely to be awarded by the ERB. We believe there's an anti-union sentiment within HR and are hopeful that the investigation will support this. Details to come soon.

- vi. Retreat Status: The retreat will happen take place soon, but nothing is currently scheduled.
 - vii. Staff Printing: We don't currently have a line item for random staff printing. There was discussion re: handling this via project-charter funds vs. an operating-budget line item. It was moved by Roxana and seconded by David to add \$2,000.00 to the operating budget for random printing. **Motion passed unanimously. (mm#020120)**
 - viii. Peer-to-Peer Mental Health Task Force: West Campus employee Alona Kvitky has asked to be appointed to the committee. Haley moved and Matt seconded to appoint her to this committee. **Motion passed unanimously.**
 - ix. Email Motions: There was discussion re: our current practice and whether votes should be sent reply-all instead of just to Matt. Discussion re: possible alternate practices. We will keep the current practice, which is to reply only to Matt with your vote: let him know if you have concerns.
 - b. Vice President's Report: See submitted report. The retreat has been planned for the weekend of May 22, at Hallmark Resort in Cannon Beach. This is Memorial Day weekend, unfortunately. David moved and Roxana seconded to approve this date. **Motion passed 15-2-3.**
 - c. Treasurer's Report: See submitted reports. 2017 and 2018 audit results were emailed and are going around at the meeting for board signatures. The treasurer's report comes with an automatic second to acknowledge receipt of the following reports and note that they will be filed for annual audit: Aug-19, Sep-19, and Oct-19 Balance Sheets and Aug-19, Sep-19, and Oct-19 Income Statements. **Motion passed unanimously.**
 - d. Secretary's Report: It was moved by Jennifer and seconded by David to approve the following minutes: Jan-20 E-Board and Feb-20 E-Committee. **Motion passed unanimously.**
 - e. Chief Steward's Report: See submitted report.
- VI. Project Charters
- a. Oregon AFL-CIO Donation (Hilton): The Oregon AFL-CIO has been feeling the pinch post-*Janus* and has asked affiliates for donations. It was moved by Matt and seconded by Roxana to spend \$500.00 from project-charter funds to make a donation to the Oregon AFL-CIO. **Motion passed unanimously. (mm#020220)**
 - b. Contract LOAs Prep & Printing (Hilton): This year we're including the LOAs in with the printed contract. It was moved by Matt and seconded by Haley to spend up to \$225.00 from contract-defense funds for up to four hours of release time for Jennifer to organize and compile the LOAs and 2019 – 2022 contract into one document and submit it for printing. **Motion passed 18-0-1. (mm#020320)**
 - c. Harassment/Discrimination Steward Training (Miller): This is related to the new contract language that allows members to come to the local with complaints re: harassment, bullying, discrimination, etc. It was moved by Jesse and seconded by Matt to spend \$4,000.00 from project-charter funds to train a core group of stewards, select officers, and staff reps to handle complex cases involving harassment, discrimination, and other sensitive topics. **Motion passed unanimously. (mm#020420)**
 - d. PAC Budget Increase (Gale): There was discussion re: why additional funds are needed. David will be focusing a lot on tabling. It was moved by David and seconded by Jesse to spend \$5,345.00 from project-charter funds for table rental, David's lunch during tabling events, live streaming for town halls, etc. After discussion, motion was withdrawn. A new project charter will be re-presented later in the year, if needed, when we do our mid-year budget check.

VII. Staff Reports

- a. Baker: See submitted report.
 - i. LOA—ED Patient Safety Attendant ONI: It was moved by Jennifer and seconded by Matt to approve the LOA. **Motion passed unanimously.**
- b. Vehoafic: See submitted report.
 - i. Class Spec—Video Monitor Technician: This is a new classification and will be a promotional opportunity for certain CNAs. It was moved by Matt and seconded by Haley to approve the LOA. **Motion passed unanimously.**
- c. Grami: See submitted report. A Food & Nutrition forum is scheduled for Monday, March 9. Flyers were distributed—please share. Ross discussed some of the issues in the department and the plans for the forum. He'll need help with flyering and will need people to come show support at the forum.
 - i. Arbitration—H.O.S. Case: This is an attendance-related termination case. It was moved by Haley and seconded by David to spend up to \$15,000.00 from contract defense to take the H.O.S. case to arbitration. **Motion passed unanimously. (mm#020520)**
 - ii. Arbitration—NEO Case: OHSU isn't requiring new employees to attend the local's presentation at NEO. It was moved by Matt and seconded by Haley to spend up to \$15,000.00 from contract defense to take the NEO case to arbitration. **Motion passed unanimously. (mm#020620)**
 - I. Michael gave a NEO-related presentation on new-employee engagement. Our membership rate is currently ~78%. Our sign-up rates are pretty solid, but the issue is that not enough new employees are attending NEO. The bargaining unit loses ~1,000 employees through attrition each year, far more than we're bringing in through NEO. We are working on common messaging for the presentation, related to four points of new-employee engagement: a worksite welcome, the formal NEO presentation, post-NEO email/communications, and continued follow-up. There was extensive discussion re: the issues and potential solutions.

VIII. Committee Reports

- a. Community Liaison (Acena): See submitted report.
- b. Data Maintenance (Crabb): See submitted report.
- c. Education & Training (Clasen): See submitted report. Please promote the LERC training.
- d. Political Action (Gale): See submitted report. David went to the recent Lobby Day; he got important PERS information that he'll email out to folks.
- e. Internal Communications (Miller): Please refer to the ICC Process document that was distributed to help make the process to go more smoothly for all of us. If you have something to promote, email Jesse.
- f. Building (Chapman): See submitted report.
- g. Policy (Barker): See submitted report. It was moved by Jennifer and seconded by Haley to approve the new Local 328 Credit Card Usage policy and to rescind the Accretion, Core Values, Political Action Committee Bylaws & Policies, and Payment Disbursements policies. **Motion passed unanimously.** A draft Transportation Reimbursement policy re: ride-shares and reimbursements was distributed. Ideally, folks will take public transportation, get mileage reimbursed, or carpool/arrange rides with others; if those options don't work, ride-sharing is an option. It was moved by Matt and seconded by Roxana to approve the policy. After discussion, the motion was withdrawn so questions can be answered and the draft policy can be updated and re-presented.

- IX. Other Reports
 - a. EBC (Barker): See submitted report.
 - b. OHSU Parking (Bandy): Nothing to report—Mike didn't attend the meeting this month.
 - c. OHSU Policy (Barker): See submitted report.
 - d. NOLC (Ashby): See submitted report.
 - e. SWCLC (Lloyd-Siemer): See submitted report.
- X. Old Business: There was a request for reporting-out on arbitration results; it was suggested that staff include this information in their staff reports.
- XI. The next meeting will be held Wednesday, March 18, in CDRC 3200. Dinner starts at 4:30 p.m.; meeting starts at 5:00 p.m.
- XII. Seeing no additional business before the body, Matt Hilton adjourned the meeting at 7:38 p.m.

Respectfully submitted,

APPROVED 4/16/2020



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.)