

**AFT STAFF GUILD EXECUTIVE BOARD MEETING**  
**Wednesday, September 14, 2011**  
**AFT Office**

**PRESENT:** V. Butler; D. Bates; C. Smith; S. Lepore; P. Atkinson; V. Tylecek; N. Nandakumaran; M. VanGinkle; M. Murray; L. Nunez; C. Coleman-Roberts; G. Whaling; M. Gaitan; C. Maddren; J. Haywood; D. Morrissette; S. Jeter-Williams; F. Reisner; M. Romo; K. Roberts; W. Gilliam; L. Murphy; M. Fellows; L. Fox; L. Hunter; C. Maddren; R. Zamora; C. Glasband; C. Lizares; B. Harmon; G. O'neal-Foster, A. Mayer, H. Chang

**EXCUSED:**

**ABSENT:** L. Duffin, S. Cosby

**CALL TO ORDER:** President Butler called the meeting to order at 3:05 p.m.

**MOTION TO ACCEPT MINUTES WITH CORRECTIONS FOR JULY 20, 2011**

**MSP** N. Nandakumaran/C. Smith

**MOTION TO ACCEPT CHANGES IN THE AGENDA (DATE CHANGE OF OCTOBER EBOARD MTG)**

**MSP** M. VanGinkle/C. Smith

**REPORT FROM WORKSITES:**

**MISSION:** M. Murray - Unit member on administrative leave; Classified Professional Day is scheduled for 10-7-11; all units are invited; any employee wishing to attend will be released for 5 hours; accreditation being planned.

**RETIREEES:** B. Harmon – Forum (Federation of Retired Union Members) met 8-30-11; Los Angeles County Federation is preparing for a situation to be similar to the aftermath of the crash of the 1930's; Red Godfrey is the candidate for Director of Labor Community Services program; her goal is to form partnership with other organizations including the American Way; members will be helped on recommendation of their union in the form of food and job search assistance or retraining.

**CITY:** No report.

**PIERCE:** C. Coleman-Roberts – Consultation scheduled for September 22, 2011; Campus convocation 8-29; fall semester has started; Anil Gupta appointed to the Resource Allocation Committee; lab tech complaining about not be allowed overtime; requested a temporary schedule change for member in the library.

**SOUTHWEST:** L. Fox – Flex Day 8-26-11; Issue with unit employee and student.

**HARBOR:** W. Gilliam – Consultation took place on 9-8; approximately \$ 1 million in budget cuts; 100% student enrollment; accreditation will begin 5-2012; changes for the Assessment Center will be discussed at the next CPC Meeting; short-staffed in all departments; 2 new classified hires-Admissions & Records Assistant and Secretary; chapter chair not included in hiring committee as of this time.

**DISTRICT:** V. Butler for L. Duffin – Consultation with Dr. Barrera 8-25-11; construction on 7<sup>th</sup> floor is complete; 5<sup>th</sup> floor is moving to 811; EAP sponsored a seminar "From Toxic to Terrific"; 5<sup>th</sup> floor was exterminated for roaches; some employees in the Accounting Department have complained about their sitting position & the location of the copy machines.

**TRADE:** L. Hunter – Consultation scheduled first Monday; concerned with shared governance process; issue of filling of vacant classified positions; Better Communication Workshop on 8-3; student worker doing classified work; step 1 grievance-violation of classified hiring practices; hiring committee appointing Unit 1 member without consulting with chapter chair; requesting installation of partitions and other safety

measures in Admissions & Records , Business Office, Financial Aid, and EOP&S offices; this stems from an employee being assaulted.

**WEST:** S. Jeter-Williams – The new president has been very cooperative so far; College Council Retreat 8-23; reviewed college mission, vision & values; discussed campus climate survey which was developed by CPC Committee; only a 35% response from classified staff; Fall Leadership Retreat 11-18; sub & relief hired to cover unit 1 member on opportunity leave; 3 new Financial Aid Technicians hired; campus executive board 9-16.

**VALLEY:** R. Zamora for C. Maddren – Annual Classified Staff Appreciation Luncheon 8-16; Staff Development BBQ 8-18; Thank You Luncheon 8-22 sponsored by Staff Guild Leadership on campus for appointed committee members; discussed the importance of attending and speaking up in committee meetings; committee members are asked to complete the form Dorothy Bates created to submit to chapter chair; chapter meeting 8-24; next meeting set for 9-28; "Achieving the Dream" Workshop 8-25 for classified employees; consultation with the president scheduled for 9-18.

**EAST:** No report.

**REPORT FROM EXECUTIVE SECRETARY:** S. Lepore – Per capitas will increase 9-15-11; please remind your members of the increase; increase will be announced at the Membership Meeting 9-17-11.

**REPORT FROM OFFICERS:**

Treasurer: D. Tyus-Rowe – No District Budget Meeting last month; presented the Staff Guild 2011-2012 General Operating budget to executive board; hasn't been a Student Success Meeting in 6 months; need to look at our building account; audit complete.

**MOTION TO ACCEPT STAFF GUILD 2011-12 BUDGET**

**MSP** M. Murray/C. Smith

First Vice President: D. Bates – Wellness Retreat; consultation with the District; JLMBC; District wanted to negotiate our HR account, we prevailed; Labor Caucus;

Second Vice President: C. Smith – Personnel Commission – new classification, Child Development Food Service Aide; changes to Personnel Guide rules; 3 outstanding work performances.

Secretary: M. VanGinkle – Hot off the Press completed by next week; have been attending SAP: Executive Committee monthly; talking about transitioning all worksites into CAT3 time reporting; will ask about SAP work orders. Our candidate, Michael Bilbray was elected to the CalPERs board; need to review, distrust policy on volunteers and use at worksites.

President: V. Butler:

Negotiations – Discussing Article 22-Grievance Procedures; Article 14 – Transfer & Reassignment; Article 16 – changes to performance evaluations form; Article 8 – Work environment; Article 6 – release time process; Article 12 – Lunch breaks.

Board of Trustees – July 27, 2011 –

August 10 & 24 – State Controller's report; Chancellor is objecting to 2 out of the 10 suggestions by the inspector; pool for Sign Language Interpreters;

September 7 – Van de Kamp Coalition presentation; Tyree Wieder is back as interim president for ELAC.

Consultation – Pro-rating of differentials; need to keep track of signatures from Unclassified Handbook to see if training occurring; EAP protocol; all compliance officers at worksites need to be located out of the District Office; outreach in TRIO program is using personal cell phones; need to be reimbursed for cost; Administrative Intern Series – job to be for 2 years only; need to promote out of classification to higher class; some employees have been inn same class for 10 years or more; stops career ladder for Administrative Intern Series.

**MOTION TO SUPPORT HENRY JONES FOR REAPPOINTMENT AS PERSONNEL COMMISSIONER**  
**MSP VanGinkle/Bates**

JLMBC – Open enrollment starts October 10<sup>TH</sup>; new mail order medication company; will be going to CVS; Master Benefits Agreement – honor side letter honoring MOU about HRA account; promised for 5 years is \$1500.00 through 2014. District should index premium at 50% for Adjuncts;

LACCD Budget – Committee is today; will report next meeting; chancellor withdrew himself from this meeting; President read the findings of the DBC report on the budget; looking at SFP programs that have matching funds.

**Affiliates**

California Labor Fed-Women of Labor Conference August 16-17, 2011; conference lacked exciting program.

CCE Division Council Meeting – Friday, September 23, 2011-President will not be attending; she will be at the White House in Washington D.C.

CFT State Council Meeting Saturday, September 24, 2011

CFT Committees – October 1, 2011 LA Valley College -

**AFT/PSRP Meeting**

LA County Federation of Labor – Delegate's Report –D. Morrissette-CWA/IBEW boycotting Verizon; expects concessions of \$ 20,000 per worker per year; five different regions in preparation of strike against grocery stores; Miguel Contreras Dinner 10-5; farm workers will be marching 165 miles; 120,000 postal jobs proposed to layoffs; Gas Company tampering with pensions.

Grievances/Arbitration – F. Reisner-Use of student workers to perform classified duties; campus agreed to hire a permanent classified for this area and will pay Staff Guild union dues for the time the student was working; numerous Article 24 violations throughout the District; discussion with Compliance Officer to let this person know the correct way to conduct business during a hiring of classified; filed a grievance regarding the Community Services Series (unclassified); Personnel Commission created new Community Service series to help stop this problem.

Activities Coordinator – C. Sutherland- No report.

**MOTION TO ADJOURN TO COPE COMMITTEE**  
**MSP Smith/VanGinkle**

**MOTION TO ENDORSE CAROLYN RICHIE FOR SAN GABRIEL UNIFIED SCHOOL DISTRICT SCHOOL BOARD AND CONTRIBUTE \$ 500.00**  
**MSP Bates/Smith**

**MOTION TO REQUEST THAT NATIONAL AFT CONTRIBUTE TO JANICE HAHN CONGRESSIONAL SEAT**  
**MSP Smith/Haywood**

**MOTION TO ENDORSE JIMMY GOMEZ FOR ASSEMBLY DISTRICT 45 AND CONTRIBUTE \$1,000**  
**MSP Smith/Haywood 1 opposed**

**MOTION TO CONTRIBUTE \$ 500.00 TO WARREN FURUTANI FOR LA CITY COUNCIL**  
**MSP VanGinkle/Bates**

**MOTION TO COME OUT OF COPE SESSION**  
**MSP VanGinkle/Bates**

AFT Staff Guild Membership Meeting – Saturday September 17, 2011 – need to bring new members to the meeting; will give away a new digital camera to member that increases contribution or joins COPE;

CFT Committees – Everyone should have received a letter from CFT Leadership stating which committee you are serving on. If not, contact CFT.

CCE Conference – October 14, 15 & 15, 2011; will fund total of \$500.00 per member for transportation, hotel; 27 people signed up.

**MOTION TO FUND TOTAL OF \$500 PER MEMBER (30 TO PARTICIPATE) TO ATTEND  
CCE CONFERENCE  
MSP VanGinkle/Smith**

Staff Guild Retreat – December 4, 5, 6, and 2011

**MOTION TO CHANGE DATE OF EBOARD FROM OCTOBER 13 TO OCTOBER 12, 2011  
MSP Smith/Bates**

Labor Day Activities – M. VanGinkle – had many volunteers to help with float and then at the park; used up 25 bottles of syrup for the snow cones.

Article 24 – Committee Shared Governance – Have Chapter Chairs complete forms to review implementation & process.

Other – Sheriff Task force; District Strategic Planning Committee- email out to chapter chairs; need participation;

Old Business – None

New Business – AFT Building problems – the bathroom walls are covered with mold; need to have cleaned and replaced; temporary receptionist; will try out temporary receptionists, then interview for permanent position; objects have been coming up missing in the building; thinking about installing security cameras throughout building; need to upgrade staff lounge.

**MOTION TO SUPPORT AFT CIVIL, HUMAN AND WOMEN'S RIGHTS CONFERENCE-OCTOBER 28 –  
30, 2011 DETROIT 4 PEOPLE TO ATTEND THIS CONFERENCE  
MSP Bates/Curtis**

**MOTION TO ENDORSE AND CONTRIBUTE \$500 TO FINCA  
MSP Smith/Rowe**

**MOTION TO SEND ASSEMBLYMEMBER MENDOZA'S BILLS (AB22, AB85 AND AB1203) TO CFT  
FOR THEIR POSITION  
MSP Smith /Atkinson**

**MOTION TO ADJOURN**