

**AFT STAFF GUILD EXECUTIVE BOARD MEETING**  
**Thursday, February 18, 2016**  
**AFT OFFICE**

**PRESENT:** V. Butler, P. Atkinson, D. Bates, S. Chen-Page, F. Reisner, J. Haywood, M. Horn, S. Ishaque, S. Jeter-Williams; C. Maddren, J. Millhone, D. Morrissette, N. Nandakumaran, M. Perez, V. Tylecek, B. Love; M. VanGinkle; K. Ryan-Rubio; E. Alvarado; W. Gilliam; L. Murphy; M. Montanez; L. Piernas;

**EXCUSED:** H. Chang; M. Gaitan

**ABSENT:** M. Romo; J. Ortiz; A. Jiron; A. Miller; D. Richarte; C. Glasband

**CALL TO ORDER:** V. Butler called the meeting to order at 3:02.

**MOTION TO APPROVE MINUTES FOR JANUARY 21, 2016**  
**M/S/P Perez/Alvarado**

Report from Executive Director – No report

1) **REPORTS FROM CHAPTERS:**

**WEST:** S. Jeter-Williams – Next Chapter meeting 2-25-16; consultation with the President 3-24-16; among items discussed: the hiring of vacant Unit 1 positions in key areas; continuing to deal with the issue of members wanting to design their own job duties in spite of directions from immediate supervisors; Unit member received 5 day suspension without pay for tardiness; College Council – submitted recommendations to the president to consider hiring of vacant classified positions.

**VALLEY:** C. Maddren – Next chapter meeting 2-24-16; consultation with the President on 2-8-16; campus-wide Professional Development Summit 2-26-16; VP of Admin Services telling members to cross train; members reminded VP that this would be working out of class; Business Office Sr. Accounting Technician was told to train campus SPOC on how to pay invoices; SPOC has already paid invoices; Grievance Rep sent cease & desist letter; President stated that VP was checking options to rent out the bookstore coffee shop.

**CITY:** P. Atkinson – Consultation with President 2-2-16; staff will be notified when supervisor is changed; restroom cleanliness issues; new student services building will open in March (tentative); Unit 1 member went to Guadalajara and adopted a school for Shoes That Fit.

**EAST:** E. Alvarado – Opening day for spring 2016 is 2-8-16; new E3 Building opened which will house Language Arts, etc.; Chair brought up that leadership should include staff in the campus workshop “Physical & Behavioral Threats in the Classroom”; an administrator had plugged in their Chevy Volt in the loading zone where FedEx/UPS Mail trucks unload; Fiscal Office moved back to G1 building; Student Success Building tentative opening for the summer session.

**DISTRICT:** M. Perez Consultation with Deputy Chancellor 2-22-16; finalization of Managers/Supervisors Training; MOUS Certification and Preparation Center has been delayed because of Accreditation; Accreditation team will visit ESC 3-7 through 3-10-16; Classified Appreciation Day & Accreditation information on 2-25-16.

**HARBOR:** W. Gilliam – Consultation with the President; Town Hall Meeting luncheon 2-22-16.

**MISSION:** L. Murphy – Classified member denied permission to teach is now teaching; members in the Student Services Building concerned after firewalls in EOP&S came down during a power outage; consultation with the President 2-22-16.

**PIERCE:** M. Montanez – Shared Governance Committee Members met 1-26-16; Chapter Meeting held 1-27-16; emergency preparedness and chapter chair/delegates elections were discussed; Executive Board met 2-16-16 to discuss agenda for 3-23-16 meeting; membership thanked the VP of Admin Services for granting release time for the year end celebration; discussion topics – formation of Professional Development Committee; access to employee’s passwords after they have left employment; formal process to return keys, laptops etc. was established and process for sending documents to the District Office; Admissions & Records Office has a strong sewage smell; Plant Facilities is trying to fix the problem; two cashiers were hired at 16 hours per week, union reviewing; Secret Shopper still being implemented.

**SOUTHWEST:** L. Piernas – Shooting took place on campus.

**TRADE:** No report.

**RETIREEES:** — No Report

2) Report from Executive Director: - No report.

3) Reports from Officers:

a) **Treasurer-** S. Page – Checking account has a balance of \$ 489,695.95; expenditures total \$ 40,997.29; total deposit amount \$ 115,104.47; COPE balance of \$ 88,728.36; treasurer attended executive director interviews 2/4/16; no report for Student Affairs Committee; visited ELAC to sign up non-members.

b) **First Vice President** – D. Bates – Consultation with the District 2/2/16; worked on the newsletter.

c) **Second Vice President** – M. VanGinkle – Attended Officer’s Meeting 1-14-16; attended Sandra’s Retirement Gala 1-23-16; Personnel Commission Meeting: 1-12-16 – outstanding work performances for members; 1/26/16 – established new classification for an Instructional Assistant, Journalism 2-9-16 in Sacramento; Consultation with the District 2-2-16; attended CFT Leadership Conference 2/9 -2/10.

d) **Secretary** – M. Gaitan – No report.

e) **President** – V. Butler –

1. Negotiations – Draft copy is still with the District.

2. Board of Trustees – Pierce Collee 2/10/16 – 3 positions created for General Counsel; 2 passed by the Board; AQMD report requested; settlement claim for back union dues for \$ 1,179.80; resolution for Women’s History Month in March; resolution for Volunteer Income Tax; District & ELAC MOU signing event with Mexican Consulate.

3. Consultation – 2-2-16 – Issue in District HR; Attendance Policy for Local 99 but document didn't list Local 99; Personnel Commission – Super C testing soon; still dealing with department chairs supervising; adjunct assignment are not a guarantee.
4. Joint Labor Management Benefits Committee (JMLBC) – RFP for consultants; EAP updates Newsletter in progress – HRA discussion.
5. LACCD - Budget - DBC - Executive Committee – Colleges in deficit; Prop 30 extension; if extension doesn't pass, LACCD will lose \$ 95 million; possible bond; out of all faculty new hires, only 5 are African American.

6. Affiliates Reports/Schedules:

CCE Division Meeting – 1-22-16

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- CFT Committee Meeting – 1-29-16
- CFT Convention – 3-11 – 13, 2016
- CFT Division Councils Meeting – 5-13-16
- CFT State Council Meeting – 5-14-16
- L. A. County Federation of Labor – Delegates Report – M. Montanez – MLK Breakfast 1-23-16 was a success; Challenges for 2016 – living wage ordinance passed in Pasadena; extending Prop 30; fight for Los Angeles Anti-Development initiative; transit initiative; The LA County Fed informed Staff Guild that we don't have enough members to hold our seat at the COPE meeting; we can either give up our seat and join a smaller coalition or pay an additional \$ 700.00 to total 2500 members. .

- f) Grievance/Arbitration/Legal – F. Reisner: Received \$ 1,179.80 in back union dues; termination of probationary employee – waiting for final decision from arbitrator; firewalls at Mission – working with District to find an arbitrator; bargaining unit member allowed to resign in lieu of dismissal for sending drugs through the mail; abuse of employees by AVP at Southwest; supervisor verbally abusing members in his department.
- g. Political Coordinator – Suleman – Election 2016 – Reception for Warren Furutani on 4/28/16; endorsed by CFT; Scott Svonkin announced he is running for Board of Equalization District 3; Political Action Committee – member duties in progress; PAC committee members – need 1 member from Trade, Valley, West, ELAC, Harbor, City; 9 Eboard members not contributing to COPE fund.

**MOTION TO GO INTO COPE**

M/S/P VanGinkle/Bates

**MOTION TO SUBMIT SCI GRANT PROPOSAL**

M/S/P Haywood/Bates

**MOTION TO COME OUT OF COPE**

M/S/P VanGinkle/Bates

- h) Shoes That Fit – No Report

- i) Ride Share – V. Tylecek - February meeting was cancelled; concern that employees are plugging in their electric cars in the outlets in the parking structure.

**MOTION TO GO INTO CLOSED SESSION**

**M/S/P Bates/Millhone**

**MOTION TO COME OUT OF CLOSED SESSION**

**M/S/P VanGinkle/Tylecek**

- k) Executive Director Position
- l) CFT/AFT Convention Delegates – AFT Convention – Agreed to fund 5 delegates; requesting to fund another 5 for a total of 10 delegates;

**MOTION TO FUND AN ADDITIONAL 5 DELEGATES TO ATTEND THE AFT CONVENTION FOR A TOTAL OF 10 DELEGATES @ \$ 1,500.00**

**M/S/P Haywood/Bates**

- m) Chapter Chair/Delegates Elections – Make sure we nominate members who can and will do the job for the union.
- o) Other – Parking spaces for Union leadership at ESC; need delegates to forward pictures of our members at their desks working; will send release form after; need personal contributions for Sandra Lepore Scholarship.

**MOTION TO CONTRIBUTE \$ 300.00 TO THE AAVA FOR CHILDREN SCHOLARSHIP**

**M/S/P Bates/VanGinkle**

**MOTION TO PURCHASE THE GOLD SPONSORSHIP PACKAGE FOR \$ 2,400.00 AT THE A PHILLIP RANDOLPH BIRDSAY CELEBRATION**

**M/S/P VanGinkle/Haywood**

**MOTION TO CONTRIBUTE \$ 1,000.00 TO ABC SOUTH AFRICAN CONNECTION**

**M/S/P VanGinkle/Alvarado**

**MOTION TO PURCHASE TABLE AMBASSADOR FOR \$ 1,700.00 AT THE LAANE LUNCHEON**

**M/S/P VanGinkle/Bates**

**MOTION TO CONTRIBUTE \$ 300.00 TO THE UNITED FARM WORKERS UNION**

**M/S/P**

**MOTION TO ADJOURN**

**5:35 PM**

**Next Meeting Thursday, March 17, 2016, 3:00p.m., Harbor College**

**Respectfully submitted by**

**Mary VanGinkle for Mercedes Gaitan, Secretary**

AFT Staff Guild, 1521A  
 Executive Board Meeting  
 Release Time Schedule  
**Thursday, March 17, 2016**  
**3:00 pm, LAHC, Student Serv. Admin. Build., Room 219**  
 Fax: (323) 851-8572

**Deadline to Submit Names**

**March 10, 2016, 4:30 p.m.**

<u>Chapter Chair</u>	<u>Worksite</u>	<u>Name</u>	<u>Name</u>
<u>X</u>	<b>City</b>	<u>Vera Tylecek, Shirley Page</u>	<u>Navaratnam Nandakumaran, Kelly Ryan-Rubio</u>
<u>X</u>	<b>District</b>	<u>Mike Romo</u>	
<u>X</u>	<b>East</b>	<u>Julio Ortiz</u>	
<u>X</u>	<b>Harbor</b>	<u>Ken Roberts</u>	
<u>X</u>	<b>Mission</b>	<u>Laura Murphy</u>	
	<b>Pierce</b>	<u>John Millhone Suleman Ishaque</u>	<u>Chara Coleman-Roberts Miguel Montanez Darlene Richarte</u>
	<b>Southwest</b>	<u>Leilani Piernas</u>	<u>Shauna Carter</u>
	<b>Trade</b>	<u>Mercedes Gaitan</u>	
<u>X</u>	<b>Valley</b>		
<u>X</u>	<b>West</b>	<u>Dionne Morrissette</u>	<u>Sheila Jeter-Williams</u>

\* Using Delegate release time Staff Guild Executive Board Meeting begins at 3:00 p.m. (appropriate travel time is also provided)