

AFT STAFF GUILD EXECUTIVE BOARD
Thursday, February 9, 2017
AFT Office, 3:00pm

PRESENT: V. Butler; C. Smith; F. Reisner; N. Nandakumaran; K. Ryan-Rubio; M. Romo; H. Chang; S. Ishaque; M. Montanez; J. Millhone; G. Whaling; D. Morrissette; L. Hunter; V. Tylecek; E. Alvarado; V. Ortiz; M. Castillo; E. Traylor; T. Ramirez; C. Maddren; S. Jeter-Williams; B. Harmon;

EXCUSED: D. Bates; A. Palacios-Robinson; S. Mignosi; S. Chen-Page; M. VanGinkle; M. Gaitan; W. Gilliam; C. Walker; L. Piernas; J. Haywood;

ABSENT: M. Goldstein; L. S. Duffin; M. Limon; T. Pierce; J. Ortiz; J. Arana; N. Timms; T. Gonzalez; T. Davis; C. Dagdagan; G. Lindley; D. Porras; S. Carter; V. Enriquez; C. Maddren; C. Morejon; J. Hooker; K. Kamdar; R. Marquez; D. Roberson; L. Nunez; K. Williams; K. Roberts; K. Ryan-Rubio; E. Johnson; M. Perez; M. Estrada; O. Tulifua; D. Santoianni; T. Ramirez; D. Mundt; J. Barnes; C. Dagdagan; T. Ward-Thompson; C. Coleman-Roberts; M. Horn; M. Castillo; R. Marquez; V. Enriquez; C. Morejon; J. Hooker; L. Nunez; K. Kamdar; M. Horn; P. Atkinson; B. Love;

GUEST(S):

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

MOTION TO APPROVE JANUARY MINUTES INTO THE RECORD.

MSP E. Alvarado / G. Whaling

REPORT FROM WORKSITES:

CITY: V. Tylecek – President consultation postponed; Walk through Student Services building uncovered issues including non-ergonomic furniture, lighting, security & temperature problems; Member reporting non-sexual harassment ongoing; Appointed 3 AFT 1521A members to hiring committees in OSS, 1 member for Dental Tech.; Chapter Chair participated in Think Tank on college vision on enrollment & budget, Thursday February 9th with Vice Chancellor Dr. Corner.

PIERCE: M. Montanez – Next meeting Shared Governance Committee 2/28/17; Chapter meeting 3/29/17; Presidents consultation 2/07/17. Following issues discussed; Accessible parking B-shift, Management of staff lunch rooms throughout campus, Clarification that vacation requests for classified staff under Department Chairs submitted to area Dean, AFT 1521A members on taskforces under Shared Governance Committees, Professional Development for Classified Staff on Microsoft Office, Improve customer service by adequately staffing offices; New Members – Todd Roberson, Web Designer IT, Maria Salas, Office Assistant Copy Tech, Fausto De La Torre, Office Assistant Copy Tech, Valorie Smith-Harris, Cashier Bookstore; Hiring Committees – CNSS in IT, A&R Assistant, Senior Secretary AA, Custodian in Facilities; Issues – Hostile work environment in Student Services, Member in AA asked to write own work assignments, Members percentage of absences being used by management for evaluations & written warnings, New conference room and IT room in Faculty/Staff resource center flooded during the heavy rains, Students having problems resetting their passwords for new SIS; G. Whaling, Grievance Rep, returned to represent staff guild on committees.

DISTRICT: V. Ortiz – Consultation with Dr. Roman 01/31/17 – Discussed outstanding issues, unfilled positions, retirement awareness workshop, ESC emergency notification system, retirement unit issues, NOUS certification, employees performing lower level duties; Delays in processing performance evaluations; Employee Issues – Retirement unit staffing, Classification concerns – Supervisor verbal abuse; Employee claiming harassment by supervisor and co-worker (meeting scheduled with supervisor); Employee ADA accommodation.

South West: No Report

East: E. Alvarado – Consultation with president rescheduled 1/27/17; Spring enrollment up 3.5%; Staff training/retreat 1/13/17 for Student services, Velma and Fern attended; 1/19/17 CFT delegate election; 1/20/17 President's retreat was help for planning direction of college; Testing emergency response system 1/27/17; Fundraiser dinner for E. Moreno Trustee Re-election; Dedication of Ernest Moreno Language Arts and Humanities Building 2/08/17; Campus Issues – Water leak in personnel office, corporate center, Leaking found in other offices; attendance issue and change of shift from B to A to

accommodate a temporary family emergency; Interviews – Dean of Adult Ed. 1/23/17, Life Sciences Tech, 1/27/17, Outreach/adult ed. 2/01/17, Counseling secretary 2/03/17.

TRADE: L. Hunter – Consultation with President scheduled 2/13 – agenda items include parking issues, student worker list, classified job duties, faculty absence reporting process, campus event coordination, add/drop card inputting, classified vacancies; LATT team at Black College Expo; ALAS Inaugural group welcomed by Chancellor 02/02; Skills USA competition 02/04 – competitors: electronics, computer design, construction areas, welding etc; Member Concerns – Classified job duties, classified employees directed by administration to input cards (WOC/park of illegal grades situation); Classified vacancies – culinary arts, Dean of Student Services support staff not put in place; Employee vacation request, two initially denied, revised and approved; IT employees overtime and day off process violated by supervisor; Hiring's – SFP Office Assistant, SFP Tech., Sign Language Interpreter 1 and 2 pending, Disability Specialist pending.

HARBOR: W. Gilliam - Written Report Submitted – President consultation cancelled; issues – members asking about status of HRA card, many questions regarding retirement incentive, safety issue in financial aid office ongoing; upcoming interviews – senior office assistant and SFP director.

VALLEY: A. Palacios-Robinson – No Report

MISSION: S. Mignosi - Written Report Submitted – President consultation 02/08; Events – Professional development half day 01/24, president provided lunch, 1521A provided drinks and dessert; Classified Hiring – Office assistant in counseling and cashier in the bookstore, interviews pending for student services assistant; member Issues – g. Lindley resigned from 2nd delegate position, assigned M. Castillo as 2nd delegate; Two new membership cards so Mission is again at 100%; Campus Issues – HFAC membership fees in arbitration; grievance against LAMC for student workers in student services doing unit 1 work; Other – would like to see all district forms to be PDF fillable.

WEST: S. Jeter-Williams Reporting for J. Haywood – President consultation – 01/27; Chapter meeting pending; Campus executive board meeting pending; Member Issues – Response to member performance evaluation, function and responsibilities in the office and supplanting of duties, Performance evaluation done by department chair; Secretary of English interview pending; Appointed members to following hiring committees – Financial Aid Manager, Financial Aid director, Instructional Assistant, Assistive Technology; Other – West AFT Classified Staff had successful Union Day 2/9/17. Thanks to V. Butler and executive board for making the event a great one.

RETIREEES: B. Harmon – Membership at approximately 45; still trying to obtain information for recent retirees; Fit and Silver is free fitness plan offered by some HMO plans, such as Kaiser and Cigna. Completely free to retiree, pays for gym membership and other perks.

REPORT FROM EXECUTIVE DIRECTOR: Vacant

REPORT FROM OFFICERS:

Treasurer: V. Butler for S. Page – Checking balance is \$715,055.19. Expenditures total \$8,783.92 Deposits \$59,641.27. COPE balance \$71,511.36; Attended Student Affairs meeting 01.13 many concerns on the new SIS; Students discussed drop in enrollment across District and recommended adding additional afternoon and weekend classes to accommodate students that work, minimum wage has increased for student workers \$10.50 per hour; Attended Finance Committee 01/25 – E. Moreno concerned with low enrollment and asked Presidents to provide reports on steps that are being taken to address problems, 2017-2018 Governor's proposal – community colleges will receive 10.87% share of prop. 98, equates to around 8 billion dollars; Projected reserves as of 6/30/16 ending balance is \$122.8 million which is 19.1% the minimum reserve required is 10%; Attended Union Day @ West 02.02.17.

Interim First Vice President: Written Report submitted by M. VanGinkle – Consultation District 1/20; Personnel Commission @ Valley College 01/25 – Attempted to keep commission from changing data communication wording, but unsuccessful, Commission meetings changed from Tuesdays to Wednesdays; Facilities Master Planning and Oversight Committee 01/25- Passes a code of ethical conduct for bond program, Report on possible student housing initiative – Build LACCD presented on processes and implementation at 4 possible colleges, Pierce, West, City, and Harbor, showed possible floor plans for apartments and monthly costs; Discussion n Measure CC; Union Day @ West.

Interim Second Vice President: Written report submitted by M. Gaitan – 01.13 Attended UCLA Labor Center Advisory Meeting; LA County Fed Strategic Planning – 3 for 3 strategic plan per Rusty Hicks, 3 month process for 3 goals 1) Organizing internal and external 2) How do we integrate racial and immigrant justice as part of work on labor movement 3)

How do we maintain, Moving beyond labor movement by conducting 50 interviews of LA County Fed allies and online survey to all allies and members of Fed; Dream Summer 2017 – Looking for Dream Summer hosts to have Dreamers work with their Unions the summer to educate members on immigrant youth movement; Young Workers – Online report, “Juggling Time”, will be young worker summit, 2 short videos can be found on their website to help educate people on the internet, Community Scholars 2017 – 2 programs this year, 1 at UCLA Black Liberation Themed, 2nd at UCI Building Trades OC Wage Theft Themed; Labor Center Dinner Theme and Honorees – Lorena Gonzalez-Fletcher, David Campbell, Ricardo Casa – Lifetime Achievement Award; 01/18 – Shoes that Fit Meeting, 02/02 Shoes that Fit conference Call; 02/02 Union Day @ West.

Interim Secretary: C. Smith – Shoes that Fit rep for Pierce; Attended Institutional effectiveness and Student Success Committee 01/25 – All student services now available at SG, shuttle running between main campus and SG, committee voted to approve MSP; LASW presented accreditation update.

President’s Report: V. Butler

Worksite Training – Setting up calendar to continue worksite training. Deans requesting 1521A training; Training at district, appr. 100 persons showed. They really enjoyed the training and Velma and Fern received flowers & they named Velma the Rosie Riveter of the district; Velma emphasized that managers should contact Union prior to moving forward with incorrect procedures; Members have to understand that the Union is there to support them, but they do have to comply with District rules and procedures within their scope of responsibilities.

Negotiations – Began team training. Reading contract from cover to cover; completed member survey and will go out to members 02/10 which will be sent to chapter chairs including a link to survey; deadline to complete survey 2/21/17.

Board of Trustees – 2/08/17 – Students concerned that BOT not transparent; Students from LATT not happy with food trucks; Called out retirees F/ Wagner 46 years from Pierce, L. Green retired; accounting assistant @ District retired after 39 years, Instructional Asst. Language Arts retired after 39 years, Career and Technical Month resolution, wellness disappeared – contact District to supply the promised prizes for the walking challenge; Heart disease number one killer of women; resolution for Caesar Chavez; resolution on internment camps; awarded internment survivor -93 year old Japanese woman-honorary degree; \$400,000 contract for IT to replace switches on district-wide server.

Consultation/LACCD/Personal Commission – Cancelled by the District

JLMBC – Going into negotiations on the Master Benefit Agreement to discuss the HRA, Will be requesting \$2500 per the labor group.

Wellness/EAP/Benefits – We are bringing the Wellness Committee back together.

LACCD Budget Committee – Total projected reserves \$122,792,000 (million); Planning growth target 2%; governor prop 98 projection 73.5 Billion, Community Colleges share 10.89% or 8 billion, no increase in student fees, 5.4 million COLA for EOPPS DSPS CalWORKs, Child Care, bail out, LACCD will receive \$500,000; possible 1.48% COLA, base increase LACCD will receive \$17,000,000, Grand total system will get 487 million and LACCD will get 42 million, CalPERS – the district will have to absorb a substantial increase.

LACCD Springboard to Strategic Planning – No Report

CFT Convention 2017 – Scheduled March 31 to April 2nd, funding 31 members to Sacramento, CFT is a major concern how they are representing classified, Remember, if you are attending the convention and are on union time and money you MUST attend all workshops (conventions are not vacations) to get reimbursement– we are on union money and need to gather information and bring back the information to our members.

Activities Coordinator: M. Romo – MLK Parade well attended and had fantastic weather, 14 person bike rented was a hit in the crowd. Unfortunately parade began 2 hours late; Can food drive scheduled in May.

Union Day – Very successful Union Day at West, great turnout; Completed cycle 1 and will begin visiting worksites starting at Mission,

Executive Director Contract – Maybe the expectation is too high to start with executive director. Maybe starting with a director position and let the person move up to executive director position as time progresses, the person that fills this position needs to be here since officers come and go, this position will offer stability that the Union needs.

OPEIU Negotiations – Completed; will be doing evaluations for staff, not evaluating because they are not doing a good job but rather that they are doing a good job.

Affiliates Reports:

CFT Resolutions: Consider resolutions to CFT convention – Correcting 4/10 probation, memorandum to have slide projection of members that have passed that year; foundation staff to be brought into our unit.

LA County Federation of Labor – D. Morrisette – Meeting 1/23/17 – Phone banking taking place for March primary, Labor Fed looking for assistance calling regarding measure S which would counter JJJ which allows builders to build high rises in residential neighborhoods, measure S does not have stipulation requiring builders to include affordable housing, CLF working on strategic plan; Farm Workers – Had issue were no bathrooms were being supplied for pickers, issue resolved, SAG and AFTRA – Tele Mondo actors not getting paid same as counter parts.

Grievances/Arbitration: F. Reisner

Grievances – Failure to provide information for skelly hearing prior to being dismissed; transported by carts, moving to step 3; Vice Chancellor created new position of Dean of Research 1521A contends that this position is doing classified work, moving to step 3; Unsafe work environment, review response; Student Workers doing work of unit 1 in student services at step 1; Removal of unit 1 worker, paid admin leave, going to arbitration; IA performing work of IT, awaiting response at step 3; Retirement unit, no formal P.E., trying to schedule step 1; No unit 1 in child development center, trying to schedule step 1; Barriers and panic buttons, must be moved to step 3; WOC of IT's ACNSS and CNSS; IT security measures; Water running into new building at corporate center; change in Data Comm. job duties; Payroll issues.

MOTION TO GO INTO COPE AT 5:03PM
MSP

MOTION TO LEAVE COPE AT 5:11PM
MSP

Greg / Theresa

RIDESHARE: V. Tylecek – Requested chapter chairs invite ETC rideshare coordinator to their meeting.

Executive Board Retreat – No Report

Officers Election Timeline: Approve timelines for officer's election timeline page 9 and 10 of packet.

Motion to Approve Officer Election Procedures

MSP Earl/Greg

Motion to Approve Officer Election Timelines

MSP Teresa/Nanda

NASCAR Tix raffled

Motion for UCLA Labor Center Tickets and ½ page ad held on May 11th in the amount of \$2600.00

MSP Cindy/Vera

Supplemental Retirement Plan: Need 320 to participate for this program to go through.

Motion to ratify the CFT delegate election: MSP

MOTION TO AJOURN @ 5:20PM
MSP

Next Meeting Thursday, March 9th 2017, 3:00p.m., LAVC

Submitted by,

Curtis Smith, AFT 1521A Interim Secretary