

AFT STAFF GUILD EXECUTIVE BOARD
Thursday, March 09, 2017
Valley College, 3:00pm

PRESENT: V. Butler; C. Smith; M. Gaitan; S. Chen-Page; F. Reisner; A. Palacios-Robinson; S. Mignosi; N. Nandakumaran; M. Romo; S. Ishaque; M. Montanez; J. Millhone; G. Whaling; C. Coleman-Roberts; D. Morrisette; L. Hunter; V. H. Ortiz; T. Ramirez; C. Maddren; J. Haywood; S. Jeter-Williams; B. Harmon; C. Maddren; D. Mundt; M. Perez; J. Ortiz; M. Horn; V. Enriquez; J. Hooker; A. Davies

EXCUSED: H. Chang; L. Piernas;

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

GUEST(S):

CALL TO ORDER President V. Butler called the meeting to order at 3:00 p.m.

MOTION TO APPROVE FEBUARY MINUTES INTO THE RECORD with Changes.

MSP C. Smith / G. Whaling

REPORT FROM WORKSITES:

CITY: No Report

PIERCE: M. Montanez for Henry Chang –Consultation 3/7: Discussed assessable parking for B shift, staff attending conferences & training, shared governance committee composition, IT operations should not be handled by Tech Committee; New positions - CNSS, Senior Sec., SFP Office Assist. Hiring Committee, Senior Office Assist., Student Services Assistant; Issues - Lunch room in SSB not available, hostile work environment Student Services.

DISTRICT: M. Romo – Consultation 2/28; MOUS prep training for ESC classified staff April 2017 at ESC; Starting campaign to encourage members to obtain MOS and get differential. Lynda.com can be utilized for training at no cost; in conjunction with HR the Staff Dev Comm. will start operating April 2017.

SOUTHWEST: No Report

EAST: No Report

TRADE: L. Hunter – Consultation 3/13 – Supv. training agenda items, classified vacancies, proper classification of culinary arts staff; Events and Activities – District presented Supplementary retirement plan 3/1, EEO training 3/29, Personnel Commission – Career Pathways Workshop 3/13, Membership Mtg. 3/16; Member concerns – Step 1 grievance served VP Transportation, Foundation Assistant position vacancy, Step 1 grievance pending in SS, Classified vacancies pending – Culinary Arts, Payroll, Foundation; 2 senior secretaries permanently placed in Dean of SS; Bridge to Success – Classified staff told to move desk by counselor, looking into this; Hiring's – SFP office specialist, SFP office assistant, 2 sign language interpreters, student services assistant, patient care simulation tech., operations manager, associate VP.

HARBOR: W. Gilliam - Written Report Submitted – Consultation 02/23 – Financial aid security, only 2 windows in admissions serve students, copier moved out of storage room to solve security issues, financial aid and admissions combined; Member Issues – staff issues in financial aid; Shared Governance – 11 million deficit, enrollment down, actively attempting to recruit at HS's.

VALLEY: V. Enriquez – Hiring's – Senior Office Assistant Child Development, Office Assistant, Grant Coordinator, clerical support for grant coordinator; Student Services installing kiosk/self-serve computer for

student use, self-training offered, student had concerns they were not able to enroll and staff was not helpful; Accreditation Concerns – Classified Staff Development Committee not revitalized and does not have permanent chairs, Informed them the survey not reviewed and approved by CSDC before it went live.

MISSION: S. Mignosi – Presidents consultation 3/28; Events 2/1 Spring Flex Day, Town Hall Meeting 2/21, Counseling Day 3/8, Next Union Day @ Mission, Sunland/Tujunga Campus open for late start classes 4/10; Classified Hiring – Student Services Assistant, ITV interviewing for secretary; Campus Issues – HFAC membership fees in arbitration; student workers in Student Services doing unit 1 work – grievance filed.

WEST: J. Haywood – Exec Board Meeting 3/16; Chapter Meeting 3/27, Presidents consultation 3/20; Member Issues – Some members resisting use of name badges, unit member requested transfer due to office dynamics; Shared governance – President is suggesting removing Enrollment Management Committee from shared governance committees; Hiring – A&R Tech, Network Computer Specialist; Events – BOT held at West 3/8.

RETIREEES: B. Harmon – Membership approximately 45, total possible 200; trying to obtain info for recent retirees; Forwarded to BOT recommendations to 30 plus emails on file. Two email addresses no longer valid.

REPORT FROM EXECUTIVE DIRECTOR: Vacant

4. REPORT FROM OFFICERS:

- a. **Treasurer:** S. Page – Checking balance \$670,341.11. Expenditures total \$139,916.52 Deposits \$158,740.07. COPE balance \$71,511.36; Attended Student Affairs meeting 02/10 Committee seeking support to protect DACA students from harassment and provide safety net at 9 campuses, Students concerned that BOT meeting begins so late and they have to wait to 9:30 to address their concerns, Student trustee election between 4/18 and 4/30, votes counted electronically, Student trustee being excluded from meals prior to BOT meeting that the rest of the members are able to enjoy; Attended Budget/Finance Committee 02/22 – Enrollment down 4% Districtwide – adding non-credit and late start classes to compensate; 4 colleges in deficit are City 3.8 million, Harbor – 5.2 million, Southwest – 7.2 million, Valley – 4.4 million for a total of \$20.6 million; East and Pierce have reserve of \$29 million; Steep decline in retention rate and BOT is holding presidents accountable; District had reserve balance of \$134.4 million from 2016/2017. Projected ending balance for 6/30/2017 is \$124.3 million = 19.6% reserve; Audit on District HR and 13 major violations was noted that need immediate attention.
- b. **Interim First Vice President:** Staff Guild sad to announce that M. VanGinkle submitted her resignation. She was promoted to a position that will make use of her extensive HR experience, which moved her to the supervisory unit. Congratulations Mary!!!
- c. **Interim Second Vice President:** M. Gaitan – No Report
- d. **Interim Secretary:** C. Smith – Working on the March Hot Off the Press Newsletter

5. President's Report: V. Butler

- a. **Worksite Training** – All chapter chairs are invited to participate, supervisors and managers attending, previous training received great reviews and additional training requested, received a call from president from supervisors requesting to come to training. 3/15 @ Trade.
- b. **Negotiations** – 2017 to 2020 contract – survey completed over 500 responses, great material, received a lot of comments and plan on using many to create workshops.
- c. **Board of Trustees** – 3/08/2017 – @ West – D. Bates retired 28 years, resolution of appointment of A. Havens as Personnel Commission, resolution to support measure H, N. Pearlman lost election, New trustee in favor to breakup District Trustee Election by District – concerns that this may limit diversity as well as other issues.
- d. **Consultation/LACCD/Personal Commission** – HR audit 13 areas that had serious issues, 8 with considerable issues, 10 with moderate issues, audit effects all employees in district personal files have 100% error rate, finger printing not being done, disqualified faculty still teaching, finger printing password

had not changed in years leaving information unprotected; Personnel Commission – Next forum 5/11 all members invited, classified units writing letter to BOT to clarify commissioner appointment process, PC made modifications to rules 655, 618, 681; Moving to new system in April – training coming soon for OC analysts, If you submitted information to current system will have to be resubmitted to new system; District made changes many of their forms that pertained to classified. Did not bring to consultation. AFT 1521A had them pull forms from website and after meeting realized forms were incorrect highlighting need to bring changes like this to consultation; anniversary date discussed and agreed to accept July 1st date if all the vacation hours over 400 go to a catastrophic leave bank. Looking for cost differential from hiring sign language interpreters in house or from outside company; continuing to look into student worker abuse. When 5 years hit you are out of the system and cannot be put back in. Once student has worked 5 years they will not be allowed to work in the District as unclassified worker. Discussion ongoing to possible collapse different levels of tutor and cadet. Do we need level 1-4? Also concern that grant writers are writing grants but not considering support staff needed to support program.

e. **JLMBC** – Next meeting 3/14

Wellness/EAP/Benefits – Held subcommittee 3/8 invited all CalPERS Reps. AFT wants to create spreadsheet to see what free products are being offered that we are not utilizing; Health Fairs scheduled. **HRA** – Proposal submitted to District and have not heard back, we may have to start up again by renewing our protests.

EAP – looking to do RFP for the EAP program

f. **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.

EXEC. DBC – No Report

g. **LACCD Springboard to Strategic Planning** – No Report

h. **Activities Coordinator:** M. Romo – No report

V. Butler reported that coats were collected and was a disappointing collection (35). Coat drive will continue so please bring any extra coats in good condition.

i. **Union Days** – Scheduled at Mission 3/21 but cancelled and will be rescheduled.

j. **Executive Director** – Hiring committee meeting 3/16 at 9:30am.

6. Affiliate Reports/Schedules

a. **CFT Convention 2017** – Scheduled March 31 to April 2nd, funding 31 members, CFT is major concern and if we do not hear from them or something does not change we may have to consider doing something, Remember if you are attending convention you are on Union time and money and you MUST attend all workshops (conventions are not vacations) – we are on Union money and we need to gather information and bring back to our members.

3/31 is Cesar Chavez Holiday attending delegates will take the holiday on the 30th.

V. Butler planning on running for Exec. VP for CFT. Not happy with representation we are receiving from the organization.

CCE Division Council – Budget for CCE conference \$65,000 – Looking into reason the cost so high. Most attendees were not happy with information they had for classified. Attendees paid own travel and hotel...Why so much?

Committee Meetings – 2/11/2017 – Ed. Tech. Committee investigating IT security issues. Suleman attending Senate Committee Hearing to testify on issue.

b. LA County Federation of Labor – D. Morrisette – Attended meeting 2/27/17 – 3/28 immigrant worker rights & defense trainings; UTLA RSVP karlat@thelafed.org; \$197,194.78 in bank, \$116,182.19 cash disbursement, \$81,012.59 Increase, \$940,969.50 Balance and \$1,953,347.93 solidarity fund balance; May Day planning @ County Fed 3/1.

7. Grievances/Arbitration: F. Reisner

Grievances – Since 1998 approximately 1000 grievances filed, Failure to provide info for a Skelly Hearing in a timely manner, moved to step 3, Transportation by carts moved to step 3, HR creation of academic position- Dean of research – Should be classified position, Student workers performing duties of unit 1 at step 1, Unit 1 out on paid admin leave, moved to arbitration placeholder, working on unfair labor charge; IA performing duties of IT – arbitration placeholder; Retirement unit moving to step 2; No unit 1 in Child Dev. Center step 1; Unsafe work environment at ELAC corporate center, working with management; Barriers & panic buttons at Harbor – working with college for resolution; WOC in IT by ACNSS & CNSS moving to step 3; IT security measures – District meeting at step 3 3/27.

8. MOTION TO GO INTO COPE AT 4:45PM

MSP

Greg /Teresa

MOTION TO LEAVE COPE AT 5:02PM

MSP

Cindy /Teresa

9. RIDESHARE: V. Tylecek – No Report

10. Executive Board Retreat – Looking at April or May for a 1 day retreat.

11. Other – Officers elections nominations have closed. Looking for someone to help with the Sandra Lepore scholarship. Joanne and Lori agreed to assist.

12. Old Business -

13 New Business – CFT has agreed to give us Carolyn Richie as our field rep.

MOTION – contribute \$300 to Artesia High School MAAP Program

MSP J. Haywood/Susanne

MOTION – Purchase 2 tix for \$1000 total to Jewish Family Services Gala Dinner

MSP Cindy/Teresa

MOTION – Purchase Ambassador Table for \$1700 total for Women for a New Los Angeles Luncheon

MSP Mercedes/Chara

MOTION – contribute \$500 to Los Angeles Sheriff's Professional Association

MSP G. Whaling/J. Haywood

MOTION TO AJOURN @ 5:22PM

MSP

Next Meeting Thursday, April 13th 2017, 3:00p.m., AFT Office

Submitted by,

Curtis Smith, AFT 1521A Interim Secretary