

AFT STAFF GUILD EXECUTIVE BOARD
Thursday, April 13, 2017
Staff Guild Office, 3:00pm

PRESENT: C. Smith; M. Gaitan; S. Chen-Page; A. Palacios-Robinson; S. Mignosi; N. Nandakumaran; M. Romo; S. Ishaque; M. Montanez; J. Millhone; G. Whaling; C. Coleman-Roberts; D. Morrisette; V. H. Ortiz; T. Ramirez; J. Haywood; S. Jeter- Williams; B. Harmon; D. Mundt; J. Ortiz; A. Davies; P. Atkinson; V. Tylecek; B. Love; M. Romo; E. Alvarado; W. Gilliam

EXCUSED: H. Chang; V. Butler; F. Reisner;

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

GUEST(S):

CALL TO ORDER Interim 1st VP M. Gaitan called the meeting to order at 3:00 p.m.

MOTION TO APPROVE MARCH MINUTES INTO THE RECORD.
MSP

REPORT FROM WORKSITES:

CITY: P. Atkinson - Consult with President 3/14 - Topics - Employees are getting sick due to window opening, they have to stoop over to hear students, need ergonomic furniture, panic buttons in A&R but do not connect, doors do not lock, auto opening of building at 8am letting students in unsupervised, 3rd floor outlet hazard, 1st year and international need to be looked by union, transfer center setup difficult for staff, acoustics in SS build bad; Member Concerns - unit member requested ergonomic chair and foot support sup wanted Dr. note Union stated that she should receive chair without dr. note; 4/6 special meeting with President and Dean to point out hiring committee contract rights; LACC board - 4/23 - committee appointees, discussion os student services grievance writing; 3/31 - Staff Guild hosted retirement workshop for CAIPERS, social security and LACCD health benefits - Over 140 RSVP received and near 150 attended; Student Success for Front Live staff tentative for 5/11; Conduit is traveling across the floor causing tripping hazard.

PIERCE: S. Ishque for Henry Chang – Delegate meeting 3/14; Chapter meeting 3/29; President Consultation 4/18; Hiring committees - Student Services Assist for VP SS, Athletics Facilities Assistant; Issues - Member in SS received an unsatisfactory, A&R peoplesoft training, many concerns regarding job duties and responsibilities, Staff development day 4/6 for A&R.

DISTRICT: M. Perez – Consultation 3/28 - MOUS prep training for ESC classified staff schedule for May, beginning campaign to encourage members to obtain MOUS, in conjunction with HR the staff development committee will begin 5/2017; 4th floor HR reorganization effective 4/17; ergonomic concerns due to moving to the new cubicles.

SOUTHWEST: C. Walker - No Report

EAST: E. Alvarado - No consultation in March; Issues - Issues with employee in Veterans Center, Issues with HRC and hiring regarding SFP and SSP; Shoes that Fit - Shoes have been delivered; Denim Day on Wednesday; Interviews - interviews for 2 student services assist 3/27, library tech interviews 4/11, A&R evaluation tech 4/17, CTE dean interview 3/29, associate dean EOPS 4/4, associate dean research and learning later this month; presentation 4/12 regarding cleanup of firestone property, Southgate postponed by BOT.

TRADE: L. Hunter Delivered via Email – Student Trustee held 4/13; Phillip Randolph Fundraiser 4/13; 28th annual employee recognition luncheon 4/27; Member Concerns - Step 3 grievance served on President, meeting scheduled for 4/25, Classified vacancies - culinary arts, payroll, foundation, VP TMI office, employee working out

of class still pending, volunteer faculty member removed from library; Hirings - Cashier, Exam Proctor, SFP Program Assistant; Pending or in process VP of AA, SFP Dean Equity, SFP Dean Adult Ed., SFP Associate Dean.

HARBOR: W. Gilliam - No Report

VALLEY: P. Highly for V. Enriquez – Member meeting 3/22; 3 new hires and all have joined the union; new hires coming up in the next few weeks; professional develop committee has been formed and discussing possibilities for classified staff; requested clarification on why the classified staff development committee will report to the academic senate.

MISSION: D. Mundt – Exec. Board 3/30; Presidents consult 4/28; Events - Sunland/Tujunga ribbon cutting 3/28, Classified Recognition Day 5/3, CERT training in process, Classified forum with president 8/14, classified leadership training september, DACA center established; Classified Hiring - AA in process of hiring a full time admin sec, ITV hired a full time sec, Member Issues - Admin change is causing issues with timesheet approvals; A&R firewall issues staff will have desks outside their offices in lobby, intern VP of AA, peoplesoft has not been offered to all members; Grievance filed do to student workers doing unit 1 work.

WEST: S. Jeter-Williams – Chapter 4/27, Presidents consultation 3/20 next 4/17; Several changes coming to their members to suit the operational needs of the campus - all within contract; Unit member issues - removal of guild office from new TLC building without consultation, removal justified due to our contract does not state we have to have a spot and claiming gift of public funds; met with dean and sup over allied health program discussed supplanting unit 1 member with student worker moving forward unit 1 member will be key person for area; Shared Governance - participated in final round of VP student services selection; classified hiring - IT CNSS, A&R Admissions and Records Tech; PeopleSoft training 80 people participated; Events - Staff recognition 4/29.

RETIREES: B. Harmon – Membership is at approximately 45, total possible 200; still trying to obtain information for our recent retirees; Forwarded to the BOT recommendations to the 30 plus emails on file. Only two email addresses were no longer valid.

REPORT FROM EXECUTIVE DIRECTOR: Vacant - Hiring selection in progress - will report back next meeting.

4. REPORT FROM OFFICERS:

- a. **Treasurer:** S. Page – The checking balance is \$818,864.55; The expenditures total \$18,258.65 Deposits \$167,100.91; The COPE balance is \$75,511.36; Attended the Student Affairs meeting on 03.10 Committee discussed getting the word out to campuses for student trustee election voting. The number of students that voted is much lower than traditional voting; LACCD is pushing for 1st year students for success. Data shows we are doing poorly in retention of students after 1st semester; President of Job Snap wants to partner with LACCD to create video resumes for students and resume help and job workshops; Budget and Finance Committee - Deficit colleges are City @ 2.6 million, Harbor @ 5.7 million, Southwest @ 2.4 million, changes are possible prior to fiscal year end; HR audit concerns Albert Roman will personally review the personnel files to ensure errors have been corrected, there will be a special meeting to address the progress of major violations.
- b. **Interim First Vice President:** M. Gaitan – Report combined with Presidents Report
- c. **Interim Second Vice President:** Position unfilled
- d. **Interim Secretary:** C. Smith – Attended Institutional Effectiveness and Student Success - Committee discussed SW accreditation issues - SW is in process of addressing; will be a resolution next meeting regarding the support and safety of undocumented students; will begin working on Hot Off the Press

5. President's Report: M. Gaitan for V. Butler:

- a. **Worksite Training** – No Report
- b. **Negotiations** – 2017 to 2020 contract – Team in place, going over contract, next meeting 4/21; confirming dates with District.
- c. **Board of Trustees** – G. Whaling - 4/05/2017 – Meeting ended at 11:45PM; Long discussion over budget;
- d. **Consultation/LACCD/Personal Commission** – No Report.
- e. **JLMBC:**
Wellness/EAP/Benefits – Approved on site trucks for health fair, Opt out of District health benefits not well received, Employees wanting to participate in supple retirement much have their paperwork in by set

dates, On campus meetings to assist with completing paperwork and to collect it, Health Report handed out which was prepared by Kaiser - have to remember that the data only reflects Kaiser members.
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 an RFP for the EAP program

- f. **LACCD Budget Committee** – G. Whaling - Much of the time was used to discuss the HR audit, E. Moreno pointed that BOT rules are based on law and in turn laws are being violated so people should be fired; Issues with continuing to pay people that are no longer part of the District do to improper paperwork from the campus's; HR attempted to explain how the anniversary dates was moved to July 1 of each year.
EXEC. DBC – No Report
- g. **Adhoc Committee on Jobs and Economy** - G. Whaling - Discussion on high tech jobs and relationship with outside companies.
- h. **LACCD Springboard to Strategic Planning** – No Report
- i. **Activities Coordinator:** M. Romo – Attended workshop at Trade on student immigration status; 5/13 Postal Food Drive collection drive, will need volunteers to help sort and distribute. M. Romo received the Labor Day information and will be bringing a report to next meeting.
- j. **Union Days** – Mission College Union Day postponed
- k. **Executive Director** – Hiring committee met more information to come.
- l. **AFT National Report** - Page 21 and 22 of packet have job duties for position

6. Affiliate Reports/Schedules

a. CFT Convention 2017 – Classified attendees did not feel like what they had to say mattered, attendees felt that the faculty were very rude to classified staff, V. Butler lost bid for executive VP, 3 resolutions were submitted and all 3 passed, many concerns were raised over convention, CFT passes a resolution that allowed to again increase dues and give the the ability do raise dues every year, passed a resolution to raise their stipends and reimbursements; resolution to change the probationary period of 4/10 shift workers to be the same as all others.

b. LA County Federation of Labor AFL-CIO – D. Morrissette – New delegates sworn in, \$151,716 Cash Distribution, Donations \$10,000, St. John \$1,000, Labor sacrifice; May 1st - May Day various slogans with one voice, addressing immigration, among other concerns; hopefully Trump is a single term president; 9th annual environmental, social justice - 4/25 @ CSUDH; 4/13 Phillip Randolph birthday celebration @ LATTC; Workplace health and safety, labor studies 115 1 unit course on 4/22 and 29th with May 13th as optional 3rd day for certificate.

7. Grievances/Arbitration: F. Reisner

Grievances – No report

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

MSP

MOTION TO LEAVE COPE AT 5:02PM

MSP

9. RIDESHARE: V. Tylecek – 3/23 meeting to discuss encouraging the use of biking and charging stations; 5/10 marketing workshop with MTA

10. Executive Board Retreat – No Report

11. Other – V. Ortiz - Shoes that Fit District delivered 44 pairs of shoes; looking to see if we can by in bulk; Smart and Final donated \$3000; East delivered 9 pairs, City Delivered, West NA, Valley delivered.

12. Old Business - None

13 New Business – None

MOTION – Investigate to see what we did last year and repeat for the President's Education and Art Gala

MSP S. Jeter-Williams/G. Whaling

MOTION – Contribute \$500 to the Labor Community Services 23rd Spring Project

MSP J. Haywood/E. Alvarado

MOTION TO AJOURN @ 5:08PM

MSP

Next Meeting Thursday, May 11th 2017, 3:00p.m., AFT Office

Submitted by,

Curtis Smith, AFT 1521A Interim Secretary