

## AFT STAFF GUILD EXECUTIVE BOARD

Thursday, May 10, 2018

AFT Office, 3:00pm

**PRESENT: Officers:** V. Butler; C. Smith; S. Page; S. Jeter-Williams; | **City:** K. Ryan-Rubio; V. Tylecek; A. Galicia; B. Spoelstra | **District:** M. Perez; V. H. Ortiz; M. Romo; S. Jackson | **ELAC:** J. Ortiz; T. Pierce | **Harbor:** | **Mission:** S. Mignosi; M. Castillo | **Pierce:** M. Montanez; J. Millhone; K. Ayvazyan | **Southwest:** Y. Campos | **Trade:** L. Hunter | **Valley:** P. Highley | **West:** J. Haywood; D. Morrisette | **Retirees:** B. Harmon |

**Guests:** D. Santoianni; C. Glasband

**EXCUSED:** M. Gaitan, S. Ishaque

**ABSENT: Officers:** | **City:** | **District:** | **ELAC:** E. Alvarado; M. Limon; | **Harbor:** W. Gilliam; K. Roberts; | **Mission:** | **Pierce:** | **Southwest:** C. Walker | **Trade:** | **Valley:** V. Enriquez | **West:** | **Retirees:** |

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

### **MOTION TO APPROVE APRIL MINUTES INTO THE RECORD (with corrections)**

**MSP** Y. Campos/K. Ryan-Rubio

**Announcement** – Congratulations to S. Jeter-Williams for her appointment as the new Union Grievance Secretary.

### **REPORT FROM WORKSITES:**

**CITY:** K. Ryan-Rubio – 4/26 Contract Training; 4/30 consultation – information request CGCA, update campus safety and removal of glass SS building, active shooter drill coming, requested update on guided pathways; 4/2 campus elections; **Member Issues** – ergonomics hiring process; **Hiring Committees** – general foreman, auto tech, online support, appointments on all hiring committees.

**PIERCE:** M. Montanez – 4/27 chapter meeting, **Consultation** – 4/30 need Contract Training for admin/supv. Hiring committees 6/4; **Hiring Committees:** SFP specialist, two part-time cashiers, A&R Assistants, **New Members:** IA in Auto Tech, sec. in English, **Shoes That Fit** – T. Frost college coordinator; **Representation Meetings** – Dean to present a letter of reprimand at a performance eval. Filing of 3E's; **Issues:** Brahma Café has two 16 hour emps/no benefits; status of the hiring 4 vacant A&R positions, status of replacement OA in counseling; **Grievances** – 2 grievances resolved, 2 are still pending; **Elections** – 90 members voted; Pierce President leaving to SOCCCD!

**DISTRICT:** M. Perez – **Consultation:** rescheduled 5/16; request on MOS training, complain for the MOS cert., working on network+ for IT members.

**SOUTHWEST:** Y. Campos for C. Walker – **Hiring's** – senior secty; staff and faculty appreciation event scheduled 5/24; **Issues** – position for nursing, Assoc. VP harassing business office – members transferring; layoff for a member who initially requested part time assign.

**EAST:** Julio Ortiz for E. Alvarado – T. Pierce – **Consultation** – mapping, 1 emp. emails checked prior to emailing them, step 3 grievance; southwest consultation with their dean and they were able to participate in meeting via skype.

**TRADE:** L. Hunter – **Consultation:** – 5/14 Topics of unclassified handbook; CGCA out on recruitment alone and mileage reimbursement, 2018 summer compressed schedule maybe a 9/80; continued improvement with the A&R work area; requesting a current campus work chart; **Activities** – membership meeting 5/25, discuss campus report input, hiring, possible grievances and campus org chart; 5/8 annual emp. luncheon; 5/9 BOT meeting @ LATTC; **Issues:** - A&R Financial Aid, grievance served on VPSS; **Hiring's:** - two SSA's, concerns that the new hires do their jobs and not clerical duties of dept., cashier in bookstore, graphic artist, Financial Aid Assist., Vacancies – DSPS interpreter, special services rep, Financial Aid assistant, 3 involuntary transfers.

**HARBOR:** W. Gilliam– **No Report**

**VALLEY:** V. Enriquez – Submitted Via Email - Consultation, 4/23: Classified Staff is not required to use their bilingual skills, unless they are received the bilingual differential, Brought up an issue with the Café and the noise level of the blender. We will have another Classified Opening Day; May 8 was our Employee Appreciation Extravaganza; **New Hires** - SSA in EOPS, SSA SSD (DSPS), Financial Aid tech, Assigning people to **hiring committee's** - Administrative Secretary - Interviews 5/17/2018, Professional Development Coordinator-New



classified position- Interviews are on 5/17/2018, Secretary in Biology department- Interviews May 11; May 22 Contract Training at LAVC, Location-Monarch Hall.

**MISSION:** S. Mignosi – Chapter mtg. 4/30, **Consultation** – cancelled; 4/26 job and career fair; 4/30 received a new code for Gmetrics – all emps. have the software on their computers; 5/10 scholarship ceremony; 5/11 guided pathway retreat; Red Cross holding a CPR class cost \$32; ESL having first certificate ceremony; ASO – spring fest 5/18; **Hiring** – none; **Issues** – complaint from management for IT manager, still working on bookstore issues, SIS issues are improving.

**WEST:** J. Haywood – 5/4 Exec. Board meeting, next meeting 6/15, membership meeting 5/23; **Consultation** – 5/25; Eboard meeting discussed calendar, want to setup membership and membership meetings in advance, discussed workshops on ergonomics, MOS training and office hours, flex day for classified staff, **Member Issues** – chapter chair and grievance rep. met with dean of TRIO, 1 member is expected to do work as manager, CalWorks office is being run by unclassified workers; participated AS open house; **Hires** – admin sec., CNSS, SCNSS; **Hiring Committee** – OA in TRIO, SSA in DSPS, SOA in A&R Dean of AA; **Other:** - active shooter drill 5/2.

**RETIREES:** B. Harmon – Retiring chapter president; concerned not receiving data from CFT.

**REPORT FROM DIRECTOR OF OPERATIONS:** S. Butcher – Participated COPE meeting open BOT seat, donated old computers to a non-profit for local schools, title 9 taskforce, multiple grievances, In Strength and Unity, S. Lepore contract clean-up, consultation at officers budget committee meeting, action at BOT, UCLA labor banquet.

#### 4. REPORT FROM OFFICERS:

- a. **Treasurer:** S. Page – Checking balance \$1,086,665.93; Expenditures total \$83,142.50 Deposits \$232,238.91; COPE balance \$64,051.86 – 4/13 student affairs committee – Discussed the move to electronic transcripts, the students are very excited; 4/23-4/30; B. Regalado will be the rep on this committee; E. Peters spoke pathways and enrollment; officers meeting, budget review, LACC March; open book 5/19.
- b. **First Vice President:** M. Gaitan – No Report Excused – V. Butler, Shoes that Fit meeting – new program packets each campus should have received, planning casino night fundraiser for STF possible 4/26 or 5/3 2019, save the date.
- c. **Second Vice President:** S. Ishaque – No Report Excused. V. Butler reported out - PC commission accounting was reclassified to accounting tech, committee of whole set-up, planning a workshop on merit system as many people including HR at ESC have no idea how that system works
- d. **Recording Secretary:** C. Smith – Committee Report – Student Success/IE – Spring head count down 8%, student satisfaction survey low response, new budget model – 50% FTES 25% Disadvantaged 25% based on success, officers meeting, working with LACC resolve issues discussed at Union Day, appointed to campus PD committee, 1<sup>st</sup> grievance secretary interview, ESC consultation; BOT at LACC – rallied to show dissatisfaction over the 2700 student workers employed and 1300 staff guild members.

#### 5. President's Report: V. Butler

- a. **Negotiations – Board of Trustees** – V. Butler –
  - a. **Negotiations** – a. Once finalizing is complete we will go to print, updating the language, every employee has to have a printed contract, too much paper and too high cost.
- b. **BOT Meeting** – BOT was held @ City College – fair turnout, but we need more to make a good showing, we had good support from the students and Student Union, the next board meeting on June 6<sup>th</sup> – we need to get more people out to help protest, Local 99 contact Velma very concerned that students are cleaning the art building, Faculty Guild spoke on our behalf, BOT vacancy – 2 options, appoint or have a special election, a special election cost 4 to 10 million, A. Hoffman made a motion the appointment option at a special meeting June 8<sup>th</sup>, meeting to bring in an outside auditor to audit HR, had several resolutions – speakers talked about gender neutral bathrooms, new employee orientation handbook that the ESC is creating.
- c. **Consultation/LACCD/Personnel Commission** – Codes are for campuses using the computer to report time, there are currently 4 codes, we believe only 2 required; S. Butcher and S. Jeter-Williams working on volunteers doing unit 1 work; looking at back door hard stop; management training at ESC; ESC policy for children at work; reviewed new hire packet - the packet is very extensive, a checklist people can be sure they have completed all necessary docs; financial aid tech submitted job duties to the PC - suggest not to put anything writing without consulting with the Union first.
- d. **JLMBC:**  
**Wellness/EAP/Benefits:** Proposal on unit to unit sharing submitted to other classified units; concerned animals at work - letter to all admins about animals at work, only service animals are allowed at work - comfort animals are not allowed; issues with Active and Fit 24 hour fitness dropped off and they now want



2 months upfront; vision audit complete and we will be getting additional benefits; next is to audit the dental plan.

**LACCD – Budget - DBC Executive Committee – Budget discussion funding formula**

- e. **Activities Coordinator:** M. Romo – Postal Food Drive food sorting - June 2nd in Bell.
- f. **AFT National Report:** Deloras is now on-board to assist with the AFT/CFT and our pension plan.
  - a. **Motion to contract with D. Sanchez for 2 months for \$2000 per month which we will revisit. Y. Campos/S. Page MSP with 1 abstention**
- g. **Executive Board Elections:** Election results submitted. The vote turnout was extremely small and disappointing. **Motion to certify the election results - J. Haywood/V. Tylecek MSP**

**6. Affiliate Reports/Schedules**

- a. **L.A. County Federation of Labor AFL-CIO – Oath;** 40 participants graduated from 2nd cohort; internal organizing to prepare for Janus; Sydney Kamalager won district 54; Thurman and Gavin Newsome were both endorsed; Tony Mendoza did not receive an endorsement; Union Night at Dodger Stadium Friday August 31st @ 7:10PM; Considering getting a new building, which could lead to higher dues.

**7. Grievances/Arbitration:** S. Jeter-Williams - Grievance Secretary appointed – AFT office Tuesday-Thursday 9am to 5pm until June 28<sup>th</sup> **Current issues** – Volunteers on campus at LACC Library, Trio, Stem Pathways, Non-credit, and Physics at ELAC Child Dev. Center, at LAPC Library, Admin Services, IA –Chem.; sending out an email for campus status; Officers assigned a campus to assist – East M. Gaitan; Trade S. Page, Valley S. Ishaque, City C. Smith Pierce; S. Butcher, Mission; V. Butler, Harbor; V. Butler, Southwest – V. Butler ESC V. Butler; West V. Butler.

**8. COPE:** Motion to enter COPE M. C. Smith/J. Haywood MSP – Motion to leave COPE J. Haywood/M. Romo MSP - **L. Hunter/Y. Campos \$1000 M. Santiago MSP - \$1000 - Endorsement letter for N. Pearlman T. Pierce/M. Romo MSP**

**9. Rideshare: no report**

**10. Executive Board Retreat** – July 15th through 17th – in Palm Springs - release letter has been submitted to the Chancellor. Getting bus to retreat site.

**11. Other** – Sandra Lepore Scholarship, start publishing; email is wonderful, but our rep. need to make copies of upcoming events and walk them around to make contact with members.

**12. Old Business** – Union Days back in September

**13 New Business – Motion for \$500.00 20 tickets to Foster and Kinship Care Ed. Program Mardi Gras Fundraiser J. Haywood/P. Highley MSP**

**Motion to purchase 10 tickets for LACCD DACA BBQ Fundraiser for \$2500.00 S. Page/V. Hugo MSP**

**Motion to Adjourn @ 5:50PM MSP C. Smith/S. Page**

**Next Meeting Thursday, June 14<sup>th</sup> 2018, 3:00p.m., AFT Office**

Submitted by,

*Curtis Smith*

Curtis Smith, AFT 1521A Recording Secretary