

**DRAFT MINUTES OF THE AFSCME
ASSOCIATION BOARD OF DIRECTORS MEETING**

January 7, 2021

1. Call to Order. Board Members Present via ZOOM: Earle Hartling (President), Mo Bina (Vice President) David Rothbart (Secretary), Christina Mathews (Treasurer), Dwain Tucker (Director at Large), Rebecca Urac (Director at Large), Jose Mendoza (Technical Support Unit Director), David de Vase (Energy Recovery Unit Director), Darrel Hatch (Professional Supervisory Unit Director), Wendy Yanez (White Collar Unit Director), Steve Sealy (Supervisory Unit Director) and Greg Agee (Professional Unit Director). A majority of the Board was present, so a quorum was established.

Others present: Luis Schmidt (AFSCME Representative)

2. Swearing in of New Board Member: The Board welcomed Ms. Yanez as a new Board member. Ms. Yanez completed the following Oath of Office: *I, Wendy Yanez, promise and pledge that I will perform faithfully and with honor the duties of the office which I now assume in the American Federation of State, County and Municipal Employees. I pledge to fight for a society where all workers can seek economic and social justice through participation in their union and our democracy. I will work for these goals by organizing unorganized workers, mobilizing workers to participate in the political process and fighting to gain and defend the best possible working standards through contracts and legislation. I acknowledge that it is a privilege to serve in this office, and I promise that I will deliver to my successor in office all books, papers and other property of this union which are in my possession at the close of my official term.*
3. Adopt Previous Meeting Minutes: The Board adopted the December 2020 AFSCME Local 18 Board Meeting Minutes with the following amendments: annual dues adjustment is \$0.70 per month and 20 masks were purchased.
4. President's Report: The President provided an overview of the AFSCME training for holding meetings and recommended Board members attend future training opportunities. He provided a status report for the membership drive, where a total of 14 new members joined AFSCME Local 18. This effort yielded \$180 in bounty funds from DC36 for the Local 18 general fund.

In response to a several Board member emails, the President urged Board members to work together moving forward. He reminded the Board that contract negotiations are soon approaching, and we need to avoid getting bogged-down in non-essential issues.

5. Treasurer's Report: The Treasurer provided a draft report for the month of November prior the meeting for review. Treasurer's Report was approved unanimously.
6. Board Secretary Position: Mr. Rothbart announced that he has been promoted into Management (i.e., a unit not represented by AFSCME) and will be unable to complete his term as Secretary. The promotion and resignation from AFSCME are effective on January 11, 2021. The President recommended that Mr. Brodeur (Trustee) be

assigned to perform Secretary duties until an election can be performed. No objections were expressed by the Board.

The Board also discussed the need to form two committees: (1) an Election Committee for the vacant Secretary position and (2) a committee to revise the bylaws. The Bylaws Committee will provide draft language that would allow the Board to fill vacant positions in the event nominations are not provided by the membership during an AFSCME election. Any amendment of the Bylaws will need to be approved by the membership.

The following Board members volunteered as Election Committee members: The Treasurer, Mr. Hatch and Mr. Tucker. The following Board members volunteered as Bylaws Committee members: The President, Mr. Sealy and Ms. Urac. These members were approved unanimously by the Board.

7. HR Issues: Mr. Agee discussed two HR issues: (1) Family and Medical Leave Act (FMLA) and (2) working out of pay class. Mr. Agee outlined outstanding FMLA issues that have yet to be addressed by HR. Mr. Schmidt will follow-up with Ms. Allen.

Mr. Agee outlined his grievance regarding working out of pay class as a Chemist. The primary concern is that Mr. Agee was required to perform training tasks outside of his job description. These training tasks are included in the job description of a Senior Chemist. Mr. Schmidt recommended that the Board review Mr. Agee's information pertaining to the grievance.

Mr. De Vase indicated that some Energy Recovery Unit employees have similar out of pay class issues that need to be addressed as well. The Board agreed that these issues should be addressed separately, and the Chemist grievance should be addressed with HR before the Energy Recovery issues.

8. Shop Steward/Grievance Subcommittee: Mr. De Vase drafted a Shop Steward's Charter and Shop Steward's Matrix for the Board consideration. The President requested these documents be discussed at the February Board meeting.

9. Membership Survey: No report. The Treasurer requested survey questions be provided by the Board.

10. New/Other Business:

- a. Mr. Tucker requested the Board schedule a meeting with Management in March to discuss the promotional process concepts previously reviewed by the Board. The President recommended the current version of the document be circulated for Board review.

- b. Mr. De Vase noted that the MOUs contain meet and discuss provisions pertaining to voluntary supplemental insurance, such as AFLAC. He requested this item be added to the March Management meeting.

- c. Mr. Agee requested a status report on the Local 18 Business Cards. Mr. Schmidt provided an example AFSCME card. The cost is \$35 for 250 cards.

- d. Mr. Tucker noted that a "powerhouse" newsletter should be drafted to highlight AFSCME successes, including the recent decision against the Districts pertaining to GPS tracking of employees. The Board discussed the ruling and a potential settlement. After this discussion, the Secretary suggested in addition to a newsletter the Board

should consider a ZOOM membership meeting. Both Mr. Tucker and the Secretary noted that the Board needs to identify ways to better engage membership in union activities.

11. Meeting adjourned