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PENDING APPROVAL OF
STATE EXECUTIVE BOARD

MINUTES OF
ASEA/AFSCME LOCAL 52
Quarterly Business Session
State Executive Board
June 25-26, 2007
(Nome AK)

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**QUARTERLY BUSINESS SESSION OF THE
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD
JUNE 25 – 26, 2007
Aurora Inn & Executive Suites, Nome AK**

DAY 1

CALL TO ORDER AND ROLL CALL (8:30 a.m.)

The quarterly business session of the State Executive Board convened in the Conference Room of the Aurora Inn & Executive Suites, and was called to order at 8:30 a.m. by President Fred Brown. Secretary Michael Williams called the roll and noted for the record the following board members and staff to be present. The presence of a quorum was declared.

Present were:

Chris Lyou, Class I Representative
Chris Pace, Professional Representative
Fred Brown, President
Jerry Farrington, Rural Representative
Karen Zubillaga, Treasurer
Michael Williams, Secretary
Pat Moss, Northern (Fairbanks) Region Representative
Pennelope Goforth, Central (Anchorage) Region Representative
Sheila Fowlkes, Technical Representative
Stephen Wright, Southeast (Juneau) Representative
Vicki Spear-Shipley, Administrative Support Representative
Jim Duncan, Business Manager (with voice/no vote)

Absent: None.

Also present: NW Area Field Services Director Tam Tocher; and Administrative Assistant III MaryAnn Ganacias

OBLIGATION OF AN OFFICER

Secretary Michael Williams affirms for the record that J. Pennelope Goforth, Central Area Representative and Jerry Farrington, Rural Representative have affirmed their oath of office and subscribed to the Obligation of an Officer (ASEA Constitution, Article 7.09)

ADOPT AGENDA

Main Motion 07-072 (Adopt Agenda)

Moved by Michael Williams, seconded by Chris Lyou
To adopt the agenda as presented.

Amendment 07-072A

The following amendments to the agenda were brought forward:

- 1 • Obligation of an Officer
- 2 • Business Manager's Report
- 3 ▪ Staffing Update to follow FY07 Budget
- 4 ▪ Ratification Vote during CNC Update
- 5 ▪ Chapter Correspondence after CNC Update
- 6 ▪ Employee Free Choice Act after Internal Organizing
- 7 ▪ Affiliate Assessment at the end of the Business Manager's Report

8
9 Amendment 07-072A passed, without objection.

10
11 Motion 07-072 as amended passed, without objection.

12
13 **APPROVE MINUTES (2/15-16/07)**

14 Main Motion 07-073 (Adopt 2/15-16/07 Minutes-Quarterly Business Session-Juneau)

15 Moved by Chris Lyou, seconded by Pat Moss

16 To approve the February 15-16, 2007, minutes (Quarterly Business Session-Juneau) as presented.

17
18 Motion 07-073 passed, without objections.

19
20 **RECEIVE INTO RECORD ANY POLLS**

21 Main Motion 07-074 (Accept Polls of 4/27/07 and 5/31/07 into record)

22 Moved by Chris Lyou, seconded by Stephen Wright

23 To receive the following Polls, as presented.

- 24 ▪ 4/27/07 – Poll A (Women's Committee Loan Request) Approved the \$1,000 loan request
- 25 from the Women's Issues Committee for their purchase of pins, with the understanding the
- 26 Executive Board may ask the local chapters for support if thought necessary.
- 27 ▪ 4/27/07 – Poll B (Judicial Committee Appointment) Approved the appointment of William
- 28 Walters to the vacant Fairbanks Region Alternate Judicial Panel seat.
- 29 ▪ 4/27/07 – Poll C (Grievance Review Committee Appointment) Approved the appointment
- 30 of L. Chris Smyth to the vacant Juneau Grievance Review Committee seat.
- 31 ▪ 5/31/07 (Approval of the FY08 Proposed Budget) Approved the proposed FY 2008 budget
- 32 as presented.

33
34 Modify 5/31/07 Poll to read zero absent; and one, Karen Zubillaga, as abstaining.

35
36 Motion 07-074 passed as modified, without objection.

37
38 **REPORT – BUSINESS MANAGER**

39 Budget Review/Update

40 FY07 Budget/Financials

41 The Business Manager reviewed the Balance Sheet, with no questions from the Board.

42
43 Regarding the Financials for FY07 (Budget vs. Actual) the following items were especially noted:

44
45 **REVENUES**

1 Dues

- 2 ▪ Membership Dues have been higher than budgeted. The year-to-date is \$96,736 more than
3 budgeted and is a result of budgeting conservatively, continued progress in our collections
4 program, the dues increase by AFSCME International effective January 1, 2007, and a higher
5 number of members than anticipated. Agency fees have also increased for the same reasons.

6 Less Dues Obligations

- 7 ▪ AFSCME Per Capita is over budget with a higher figure than anticipated due to the increase in
8 membership and because we are sending more back to AFSCME as per capita to provide various
9 levels of services and programs that are provided for in the AFSCME Constitutional Amendment
10 No. 3, adopted in August 2006 at the AFSCME International Convention.

11 Other Revenue

- 12 ▪ Bargaining Strike Reserve Account (BSRA) - \$200,000 has been budgeted from the BSRA for
13 Contract Negotiating expenses. As of May 31, 2007, \$127,942 has been withdrawn for FY07. A
14 further draw-down is expected by the close of FY07.

15
16 Total Revenues year-to-date has a variance of \$2,034 less than budgeted, noting that BSRA Contributions
17 have not yet been completely applied.

18
19 EXPENSES

20 Payroll Expense

- 21 ▪ Salaries & Wages for the year is \$6,958 under budget.

22 Operating Expense

- 23 ▪ Telephone - The telephone expense is over budget by \$4,026 mainly due to the anti-decertification
24 effort which increased overall telephonic communications.
25 ▪ Office supplies are \$9,889 over budget, noting that approximately \$13,500 in supplies, ink, and
26 materials that were used for the anti-decertification activity and has not yet been allocated to that
27 activity.

28 Governance Expense

- 29 ▪ AFL-CIO Convention is over budget by \$4,365 due to the increased number of delegates that were
30 in attendance.
31 ▪ AFSCME Convention is over budget by \$14,164. The cost of travel and lodging to attend the
32 convention was much higher than anticipated.
33 ▪ Total Governance expense is under budget for the year by \$10,755.

34 Committee Expense

- 35 ▪ Election Committee – Over budget for the year and the month due to the travel/lodging expenses
36 for the committee to conduct the elections, re-run elections, protests and the runoff elections.
37 ▪ Women’s Committee – Over budget by \$693 but does not reflect the increase that came about as
38 the result of fundraising by the committee during the 2006 ASEA Biennial Convention and the
39 money that was donated to the committee by certain chapters. \$1,708.04 is the total amount of
40 money that was raised.

41
42 Main Motion 07-075 (Committee Funds Appropriation)

43 Moved by Karen Zubillaga, seconded by Penelope Goforth

44 Any committee that raises funds by approved methods shall have that amount appropriated to that
45 committee in the fiscal year in which it was raised. Unused funds raised by that committee may be
46 carried over to the next fiscal year for that committee.

1 Michael Williams calls for unanimous consent.

2

3 Motion 07-075 passed, with unanimous consent.

4

5 Main Motion 07-076 (Women's Committee Budget)

6 Moved by Michael Williams, seconded by Pat Moss

7 To increase the Women's Committee Budget for FY07 by the amount of money (\$1,708.04) that was
8 raised and not spent by the Women's Committee in FY06. The additional funds that will be left over
9 from FY07 will carry over to FY08.

10

11 Main Motion 07-076 passed, without objection.

12

13 Main Motion 07-077 (Policy & Procedures for fund raising and chapter donations)

14 Moved by Karen Zubillaga, seconded by Pennelope Goforth

15 To direct the Policy and Procedures Committee to write policies and procedures for committee fund
16 raising and chapter donations.

17

18 Main Motion 07-077 passed, without objection.

19

20 EXPENSES (CONTINUED)

- 21 ▪ Total expenses for the year before the decertification campaign is \$2,746,449.
- 22 ▪ Net Income for the year before the decertification campaign reflects a deficit of \$93,364.
- 23 ▪ Unanticipated expenses include the decertification activity and related work-site meeting costs.
- 24 ▪ The cost for the decertification activity for the year is \$156,324 which does not include the cost of
25 supplies and materials.
- 26 ▪ AFSCME provided support for the decertification activity in the amount of \$104,448 and also
27 provided staff support during the activity.
- 28 ▪ Net expense for the decertification defense is \$51,876.

29

30 (Note of Record: Michael Williams gives recognition and gratitude for the participants from Council 28
31 and Council 75 who came to Alaska, at their own expense, to assist in the decertification defense.)

32

33 Total Expenses for the year, after the decertification campaign is \$2,798,325, with a variance of \$129,546
34 under budget; and Net Income (Loss) after the decertification campaign is \$145,240 which was
35 anticipated to be \$311,634.

36

37 12-MONTH CASH FLOW REVIEW

38 The Business Manager presented the 12-Month Cash Flow statement with no questions from the Board.

39

40 (Note of Record: Chris Lyou gives kudos to Business Manager and staff for their discipline in controlling
41 costs given the extraordinary year that has occurred and the amount of the deficit that was reduced)

42

43 Point of Information: Secretary Michael Williams announced that the Wachovia Presentation scheduled
44 at times certain, 2:30 p.m., will not occur due to Wachovia's last-minute work/travel conflict.

45

1 Main Motion 07-078 (Motion to Suspend)

2 Moved by Michael Williams, seconded by Chris Lyou

3 To suspend agenda and move the CNC Update to follow the next break and to resume the orders of the
4 day with the Staffing Update.

5
6 Main Motion 07-078 passed, without objection.

7
8 (The State Executive Board took a brief break at 10:05 a.m., resuming the record at T2-320 at 10:25 a.m.)

9
10 Point of Information: The Business Manager reports to the Board information in addition to the FY07
11 Report. Payments received in the amount of \$22,268 from the Health Trust and \$4,869 from the Legal
12 Trust for reimbursement for Business Leave usage has been received but is not reflected in the FY07
13 statements as presented. The revenues will be reflected in the month of June.

14
15 (Note of Record: President Fred Brown expresses that the Health Benefits Trust pays their bills within
16 thirty [30] days.)

17 Contract Negotiating Committee (CNC) Update

18 The Contract Negotiating Committee negotiated up through May 4, 2007 and recommended the Advisory
19 Vote. The Advisory Vote was conducted on June 20 and 21 by the Election Committee. The majority of
20 the members who voted have voted YES directing the CNC to accept the State's proposed offer.

21 The CNC had a teleconference on June 22. The outcome of the teleconference was to sign a
22 tentative agreement with the State which occurred on June 22, 2007; and the CNC recommended to the
23 Executive Board to conduct a Contract Ratification Vote to be scheduled after Labor Day due to the high
24 number of seasonal employees that are currently in the field, and to provide for adequate time for the
25 Executive Board and the CNC to coordinate and conduct worksite meetings.

26 The Business Manager presents to the Board for their consideration a recommended timeline and
27 budget for the contract ratification vote.

28
29 Main Motion 07-079 (Executive Session)

30 Moved by Stephen Wright, seconded by Penelope Goforth

31 To enter into executive session to protect the privacy of individuals, and to protect the confidentiality of
32 negotiations and/or litigation.

33
34 Main Motion 07-079 passed, without objection.

35
36 The State Executive Board entered into executive session at 10:45 a.m.

37
38 (The State Executive Board took a brief break at 11:40 a.m., resuming the record in general session at T2-
39 788 to accommodate for times certain at 11:45 a.m.)

40
41 **MEMBER COMMENTS – TIMES CERTAIN AT 11:45 A.M.**

42 A telephonic connection was established at 11:45 a.m. for all incoming calls from members wishing to
43 address the Board, with the meeting continuing until such time a call is joined or member arrived.

- 44
45
 - Rosemary Foster, Anchorage Chapter President – FY07 & FY08 Budget and Projected Deficit

1 In addition, AFSCME has assigned Raul Sanchez to work with ASEA/AFSCME Local 52 as the
2 Field Education Coordinator.

3 Budget/Review Update (Continued)

4 FY08 Budget

5 The Business Manager reviewed the FY08 Budget as adopted by the board on May 31, 2007, the
6 following items were especially noted:

7 REVENUES

8 Dues

- 9 ▪ A big portion of the increased dues revenue is the AFSCME dues increase
- 10 ▪ The City of Sitka per capita is projected at \$21,000. This item will be less than anticipated
11 because negotiations for a contract are still underway; and the members of the City of Sitka do
12 not pay dues until a collective bargaining agreement is in place.
- 13 ▪ Other Revenue includes the ASEA Bargaining and Strike Administration account deposit of
14 \$30,000 which is the estimated cost for printing the collective bargaining agreements.
15

16 EXPENSES

17 Governance Expense

- 18 ▪ The Governance expense for the ASEA Convention has increased by \$15,000 due to the higher
19 costs of food, accommodations and travel.
- 20 ▪ The AFL-CIO convention is \$4,000 for FY08, \$6,000 less than FY07. During non-election
21 years the convention is much smaller.
22

23 MEMBER ADVANCEMENT PROGRAM (M.A.P.)

- 24 ▪ Member/Public Relations - ASEA has received continued assistance from AFSCME
25 International's Public Relations since the decertification campaign.
26

27 Main Motion 07-080 (Executive Session)

28 Moved by Stephen Wright, seconded by Penelope Goforth

29 To enter into executive session to protect the confidentiality of negotiations and/or litigation.
30

31 Main Motion 07-080 passed, without objection.
32

33 The State Executive Board entered into executive session at 1:22 p.m.
34

35 CNC Update (Continued)

36 The CNC update continued in executive session.
37

38 (The State Executive Board took a break at 2:05 p.m., resuming the record in general session at T3-565 at
39 2:20 p.m.)
40

41 Main Motion 07-081 (Chapter Ratification Resolutions)

42 Moved by Stephen Wright, seconded by Penelope Goforth

43 Consistent with the ASEA Local 52 Constitution and the Bill of Rights provision with respect to member
44 participation in decisions specific to the July 1, 2007 – June 30, 2010 contract ratification, be it resolved

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1 that chapters may adopt resolutions and utilize chapter resources for related communications approved by
 2 their memberships. Chapter officers who are State Executive Board members will recuse themselves
 3 from acting on any such chapter resolutions.

4
 5 Main Motion 07-081 passed with a voiced majority.

6
 7 Main Motion 07-082 (Executive Session)

8 Moved by Stephen Wright, seconded by Pennelope Goforth

9 To enter into executive session to protect the privacy of individuals, and to protect the confidentiality of
 10 negotiations and/or litigation.

11
 12 Main Motion 07-082 passed, without objection.

13
 14 The State Executive Board entered into executive session at 2:30 p.m.

15 Chapter Correspondence

16 Chapter Correspondence was covered in Executive Session.

17
 18 (The State Executive Board took a break at 3:34 p.m., resuming the record in general session at T3-889 at
 19 3:45 p.m.)

20
 21 Main Motion 07-083 (Role of the Business Manager)

22 Moved by Chris Lyou, seconded by Pat Moss

23 That the ASEA/AFSCME Local 52 Executive Board affirm the role of the Business Manager to oversee
 24 the day-to-day operations of the Union. This role is inclusive of seeking compliance of all policy and
 25 procedures of the Union, protecting ASEA's trademark name, and provisions of the ASEA Constitution
 26 as appropriate.

27
 28 Main Motion 07-083 passed, Pennelope Goforth and Stephen Wright abstain.

29 Budget Review/Update (Continued)

30 FY08 Budget Continued

31
 32 AK EasyBiz Account

33 Alaska Airlines EZBiz Account has a balance of 591,170 as of May 31, 2007.

34 Collections Update

35 The Business Manager presented the Collections report to the Board. There was a substantial amount of
 36 approximately \$167,000 to be collected. Past dues collected in FY06 totaled \$86,605.37; and May 31,
 37 2007 through FY07, \$50,453.83 was collected. Monthly payments of \$3,939.40 are currently being
 38 collected. The net estimated outstanding dues to be collected are \$52,858.80.

39 The Business Manager explains to the Board the process of the collections effort that is currently
 40 in place.

41
 42 /end of budget presentation

1 AFSCME Constitutional Amendment No. 3

2 The Business Manager presents the AFSCME Constitutional Amendment No. 3 (the 21st Century
3 Initiative), Section III “Provisions to become effective in 2011” in regards to the progressive dues system.
4 A Progressive Dues System determines the dues rate to be paid by each member on the basis of such
5 member’s rate of compensation.

6 The President will select members of the Board to the Subcommittee for a Progressive Dues
7 System during committee appointments. Business Manager Jim Duncan and Accountant Scott Dutton
8 will participate in the subcommittee. AFSCME Accounting staff will be available for any assistance.

9 Steward Training

10 The Business Manager presents the Steward Training report to the Board. There were questions of
11 inconsistencies on the report. A supplemental report will be sent to the Board and Chief Stewards with a
12 better breakdown of the status of the stewards in each chapter.

13 There are currently no tentative dates set for the next round of trainings but will most likely occur
14 during October and November.

15
16 (Note of Record: The Lobbyist Report will be changed to June 26, at time-certain 10 a.m.)

17 External Organizing

18 External organizing has been continually progressing and is still a priority. With PSEA, arrangements
19 will be made to work together in organizing the unorganized.

20 AFSCME Area Field Services Director Tam Tocher informed the Board that AFSCME has
21 committed that structures should be organic and come from the membership, AFSCME will share any
22 best practices and what structure are the most effective.

23 City of Sitka Bargaining Update

24 The Business Manager gives an overview of the current status of negotiations for the City of Sitka
25 contract negotiations. There has been one round of negotiations and future dates of negotiations are set
26 for July 24-25, August 15-16, and September 18-19 if needed.

27 Internal Organizing

28 The Business Manager presents the Organizing Report with no questions from the Board.

29 Political Action Program

30 There have been 66 PAC forms received during 2/1/07 thru 6/15/07. As of 5/31/07, there are 664
31 members participating in the Political Action Program. During the AFSCME Convention in August 2006,
32 AFSCME had posted a chart that reflected ASEA as having 9% of our membership participating in the
33 PAC. The next convention we hope to be at minimum 15%.

34 Employee Free Choice Act (EFCA)

35 The Employee Free Choice Act is to ensure workers’ freedom to bargain for better wages, benefits and
36 working conditions. The passage of EFCA is very important and a top priority of AFSCME International.
37 Thousands of members rallied in Washington, D.C. in support of the legislation.

38 The Business Manager presented the EFCA Card Collection Campaign report to the board.
39 AFSCME was very pleased with our response with ASEA collecting 912 cards. The cards were presented

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1 to the State Senators on June 20, 2007 by various leaders of different Union in Anchorage. Approximately
 2 50 participants showing support for EFCA in front of each Senator's office accompanied the delivery of
 3 the cards.

4
 5 (Note of Record: The Chair called for the evening recess at 5:00 p.m., to reconvene the following
 6 morning at 8:30 a.m.)

7
 8 **DAY 2**

9
 10 **CALL TO ORDER AND ROLL CALL (8:34 am.)**

11 The quarterly business session of the State Executive Board convened in the Conference Room of the
 12 Aurora Inn & Executive Suites, and was called to order at 8:34 a.m. by President Fred Brown. Secretary
 13 Michael Williams called the roll and noted for the record the following board members and staff to be
 14 present. The presence of a quorum was declared.

15
 16 Present were:

17 Chris Lyou, Class I Representative
 18 Chris Pace, Professional Representative
 19 Fred Brown, President
 20 Jerry Farrington, Rural Representative
 21 Karen Zubillaga, Treasurer
 22 Michael Williams, Secretary
 23 Pat Moss, Northern (Fairbanks) Region Representative
 24 Penelope Goforth, Central (Anchorage) Region Representative
 25 Sheila Fowlkes, Technical Representative
 26 Stephen Wright, Southeast (Juneau) Representative
 27 Vicki Spear-Shipley, Administrative Support Representative
 28 Jim Duncan, Business Manager (with voice/no vote)

29
 30 Absent: None.

31
 32 Also present: NW Area Field Services Director Tam Tocher; and Administrative Assistant III MaryAnn
 33 Ganacias

34
 35 (Note of Record: Tape count was reset from T4-411 to T4-000 due to power failure.)

36
 37 **REPORT – BUSINESS MANAGER (CONTINUED)**

38 Member Advancement Program (MAP)

39 The Business Manager reports that there have been 143 MAP forms received for the period of 2/1/07
 40 through 5/31/07. Total participating members as of 5/31/07 is 1,131.

41 Membership Trend / UC/PUC/Appeal

42 MEMBERSHIP TREND

1 Since February 2007 there has been a net decrease to the GGU in the pay period ending 3/15, there was a
 2 decrease in the membership by three (3) and in the pay period ending 4/15, another decrease by nine (9),
 3 however in other pay periods we have seen increases to the GGU.

4 In the summer months there is always an upward trend. Our membership is holding steady until
 5 we know what the Governor is going to do with the budget.

6 7 UNIT CLARIFICATIONS

8 Unit Clarifications are transfers from one bargaining unit to another. For the period of 1/31/07 through
 9 6/1/07 we have had 17 positions transferred from other bargaining units into the GGU, however we have
 10 lost 30 positions to the Supervisor's Union (SU). There are currently six (6) objections filed with the
 11 Alaska Labor Relations Agency (ALRA) and one (1) that is the process of being filed. There have been
 12 54 Unit Clarifications for the reporting period.

13 Since July 4, 2004 to current, there have been 473 Unit Clarifications. There is a net loss with 131
 14 positions coming into the GGU and 287 positions going to the SU.

15 16 NEW HIRE ORIENTATION

17 In the various offices, during the reporting period of 2/1/07 through 6/18/07, there have been 42 members
 18 participating in the new hire orientation in the Fairbanks office; 59 in the Juneau office; and 210 in the
 19 Anchorage office, with 22 members participating telephonically; totaling 311 members for the reporting
 20 period. Of the total, 21% signed up for PEOPLE, and only 45% signed up for the MAP Program.

21 Business Leave Update

22 The Business Manager presented the Business Leave report to the Board. There has been a draw down
 23 due to the decertification activity and contract negotiations. Business leave must be pre-approved prior to
 24 use. Activities such as trainings, conventions, etc provided or sponsored by AFSCME are generally
 25 approved; all other activity must have prior approval by a request to the Business Manager and must
 26 include information about the activity. A memorandum will be sent to Chapter Presidents regarding the
 27 use of Business leave regarding pre-approval and the process of Business leave approval.

28 There have been several occasions where management/supervisors stated that they believe that
 29 they approve the Business Leave. It must be clear that it is not their right and that they approve the
 30 absence from the work site and the Union approves the leave as Business Leave.

31 Catastrophic Leave Update

32 As of 5/1/07 there was 9,237.28 hours in the catastrophic leave bank. Since the last report of 2/15/07, 890
 33 hours were approved for 89 members. (Of the 89 members, several members were given catastrophic
 34 leave for several different pay periods and are included in the count for each time they received
 35 catastrophic leave.) No member was denied catastrophic leave for the time period.

36 Emergency Leave Bank Update

37 The Emergency Leave bank, a provision of the Collective Bargaining Agreement. Members voluntarily
 38 contribute 7.5 hours to participate. The Union has discretion of withdrawal amounts adjusted downward
 39 only. The current balance is \$276,175.66 as of 5/1/07. During the period of 1/16/07 through 5/1/07 there
 40 has been 825 hours used for 22 applicants in the amount of \$10,600.20. Since the inception of the
 41 Emergency leave bank there have been 84 applications received for use in which 19 applicants were not
 42 approved. Reasons for non-approval include withdrawal of application, repeat applicants for the same
 43 emergency, not being enrolled in the Emergency Leave bank, their condition is not a Family Medical

1 Leave Act (FMLA) qualifying condition, or the condition/reason was not an emergency. Members who
2 submit an application must have a qualifying condition and it must be considered an emergency.

3 Injury Leave Bank

4 During the period of 1/15/07 through 6/1/07, four (4) members were approved for Injury Leave totaling
5 \$1,986.58. No member was denied Injury Leave during that this time period. Since the inception, there
6 have been 12 members use a total of 257.50 hours in the amount of \$4,214.26.

7 Grievances and Arbitration Report

8 The Business Manager presented the Grievance and Arbitration report with no questions from the Board.

9
10 (The record stood at ease at 9:01 a.m. resuming the record at T4-1570)

11
12 Point of Information: The Wachovia Presentation will be at time-certain 9:30 a.m.; the Lobbyist Report
13 will follow at 10:00 a.m.

14 Labor-Management Committees

15 Labor-Management Committees pursuant to Article 22.02.F – The work of this committee (ASEA’s
16 members) culminated in a recommendation to the CNC in December of last year. There are no other
17 reports as those committees have been inactive since the start of negotiations.

18 Chapter Reporting Update

19 The Business Manager presented the list of chapters that have submitted their Fiscal Year-End 2006
20 Reports. There are currently two (2) chapters that are not in compliance for FY06 and are as follows:
21 Nome chapter is currently working with the accounting staff and is receiving their support checks; and the
22 Bristol Bay Chapter (Dillingham) has not submitted any reporting documents. The Bristol Bay Chapter
23 has been inactive with the retirement of Billie Benedict and there have been no updates received.

24 Sue Ernisse, Business Agent assigned to Bristol Bay has tried to contact members in the chapter
25 for a status update and has been unsuccessful in receiving a response from the chapter. The Business
26 Manager will be sending Sue Ernisse to Dillingham to attempt to reactivate the chapter.

27 A memorandum dated June 13, 2007 was sent to all Chapters regarding Annual Chapter Financial
28 Information FYE 6/30/2007. The deadline to submit the required information is August 1, 2007.

29
30 (Note of Record: Provide the number of members in each chapter on future Chapter Reporting Updates.)

31 Affiliate Assessment

32 Under AFSCME’s 21st Century Initiative there was an adopted resolution to do assessments of the
33 affiliates of AFSCME to determine their current capacity and the challenges that the affiliates are facing;
34 and to use that information to provide a base point for future strategic planning.

35 An Affiliate Assessment meeting conducted on March 26, 2007, included Business Manager Jim
36 Duncan, Area Field Services Director Tam Tocher, and Executive Assistant to the President (AFSCME)
37 Lee Saunders.

38 The Business Manager recommended to the Board that the first day of the September Executive
39 Board Meeting should be specific to strategic planning and the second day will be the Quarterly Business
40 Session of the Executive Board.

1
2 (The Chair called for the times certain Wachovia Presentation, upon telephonic connection with Wayne
3 Pichon.)

4 Wachovia Presentation (Times Certain – 9:30 a.m.) - presented by Wayne Pichon

5 Wayne Pichon of Wachovia reported to the Board on the investment results of the reserve accounts for the
6 period ending June 30, 2007. An Executive Summary of Mr. Pichon's report was incorporated into the
7 minutes at Exhibit A, a copy of which is available upon filing of an Information Request to the Business
8 Manager.

9
10 Main Motion 07-084 (Executive Session)

11 Moved by Michael Williams, seconded by Chris Pace

12 To enter into executive session to protect the privacy of individuals, and to protect the confidentiality of
13 negotiations and/or litigation.

14
15 Main Motion 07-084 passed, without objection.

16
17 The State Executive Board entered into executive session at 9:40 a.m. resuming the record in general
18 session at T4-2696 at 10:00 a.m.

19
20 Main Motion 07-085 (Change in BSRA Investment Managers)

21 Moved by Karen Zubillaga, seconded by Chris Pace

22 To terminate Earnest Partners and replace with Harris Investment Management; and move all associated
23 funds from Earnest Partners to Harris Investment Management.

24
25 Main Motion 07-085 passed, without objection

26
27 (The State Executive Board took a break at 10:05 a.m., resuming the record in general session at T4-2885
28 at 10:25 a.m.)

29
30 A telephonic connection was established at 10:30 a.m. to receive the Lobbyist Report.

31
32 Main Motion 07-086 (Executive Session)

33 Moved by Sheila Fowlkes, seconded by Chris Lyou

34 To enter into executive session to protect the privacy of individuals, and to protect the confidentiality of
35 negotiations and/or litigation.

36
37 Main Motion 07-086 passed, without objection.

38
39 The State Executive Board entered into executive session at 10:30 a.m.

40 Lobbyist Report (Times Certain – 10:30 a.m.)

41 The lobbyist report is given in executive session.

42
43 (The State Executive Board took a break at 11:20 a.m., resuming the record in general session at T4-3033
44 at 11:30 a.m.)

1
2 **REPORT – PRESIDENT**

3
4 **MEMBER COMMENTS – Times Certain at 11:30 a.m.**

5 A telephonic connection was established at 11:30 a.m. for all incoming calls from members wishing to
6 address the Board and to receive any verbal committee reports, with the meeting continuing until such
7 time a call is joined or member arrived.

8 Committee Reports (Times Certain at 11:30 a.m.)

9 Committee Reports from the following committees were noted for the record and incorporated into the
10 minutes at Exhibit B, a copy of which is available upon filing of an Information Request to the Business
11 Manager.

12 Election Committee Report

13 Grievance Review Committee Report

14 Judicial Panel Committee Report

15 Women’s Committee Report

16 Contract Campaign Committee (CCC)

17 Class I Committee Report

18 Probation/Parole Committee

19 AFSCME Corrections United National Steering Committee

20 Bush Community Committee Report

21
22
23 Main Motion 07-087 (Receive Written Reports into the Record)

24 Moved by Michael Williams, seconded by Pat Moss

25 To accept and receive the following written reports of the Election Committee, Grievance Review
26 Committee, and the ASEA Judicial Panel into the record.

27
28 Main Motion 07-087 passed, without objection.

29
30 **MEMBER COMMENTS (CONTINUED)**

- 31
32
- 33 ■ Michelle Lisper, Anchorage Chapter Member – Back Dues/Member in Good Standing
 - 34 ■ Shelly Boyer-Wood, Anchorage Chapter Member – Division of powers/P&P 2.02.010
 - 35 ■ Lauri Medlin, Nome Chapter Member – Advisory Vote, and Nome Chapter Picnic

36 (Member comments segment of the agenda concluded with telephonic disconnection at 12:30 p.m.)

37
38 (The State Executive Board took a break at 12:30 p.m. for lunch, resuming the record in general session at
39 T5-1795 at 1:00 p.m.)

40
41 Conclusion of Committee Reports segment of the agenda at 1:25 p.m.

Committee Appointments

The Elections Committee made a formal request to the State Executive Board regarding adding additional members to the committee. Currently there are five (5) members of the committee which includes the Chair and one member from each region. The Elections Committee oversees the process whereas the ballot count can be done by a voluntary process in which the volunteer members would be ad-hoc members, overseen by the committee. The Policies & Procedures would have to be amended to accommodate for more than five (5) members on the Elections Committee.

REPORT – BUSINESS MANAGER (CONTINUED)

Affiliate Assessment (Continued)

The Business Manager continued his report to the board regarding the 21st Century Committee and the Affiliate Assessment Report. Tam Tocher speaks to the Board regarding a strategic planning effort to develop a one-year plan. A Subcommittee for this effort will be developed which will consist of the entire State Executive Board. AFSCME staff Liz Larson and Tam Tocher will assist in this process utilizing day one (1) of the September Quarterly Business Session of the State Executive Board. The collection of data is to begin immediately with a follow up meeting in December.

//end of Business Manager's Report

Main Motion 07-088 (Strategic Planning)

Moved by Chris Lyou, seconded by Penelope Goforth

The ASEA State Executive Board develops a strategic plan to set priorities and direct actions of the Union.

Main Motion 07-088 passed, without objection.

Main Motion 07-089 (Ratification Vote - Expenditure)

Moved by Michael Williams, seconded by Chris Lyou

That the ASEA State Executive Board adopts the CNC recommendation to conduct a ratification vote on the tentative agreement and appropriate up to \$35,000 from the BSRA to the FY2008 budget for this purpose.

Main Motion 07-089 passed, without objection.

(The State Executive Board took a break at 1:53 p.m., resuming the record at T6-477 at 2:10 p.m.)

Main Motion 07-090 (Ratification Vote – Election Timeline)

Moved by Michael Williams, seconded by Chris Lyou

The ASEA State Executive Board sets the date for mailing of contract ratification ballots at September 10, 2007. The election date set for counting ballots in October 16, 2007. The Board directs the Elections Committee to conduct this election in accordance with P&P 22.00.000.

Main Motion 07-090 passed, without objection.

1 Clarification of Policies and Procedures 20.00.000 regarding worksite meetings regarding the ratification
 2 vote: Ratification vote worksite meetings shall be set up and scheduled by Union staff with coordination
 3 of the Contract Negotiating Committee and the State Executive Board members to be in attendance. CNC
 4 members will moderate the meetings. In addition, the Health Benefits Trust Trustees are invited to attend
 5 to answer questions from the membership regarding the Health Benefits Trust.

6
 7 **UNFINISHED BUSINESS**

8 No unfinished business came before the Board.

9
 10 **REPORT – PRESIDENT (CONTINUED)**

11 Committee Appointments (Continued)

12
 13 Main Motion 07-091 (Progressive Dues Subcommittee)

14 Moved by Penelope Goforth, seconded by Pat Moss

15 To accept the Chair's appointment of Karen Zubillaga, Vicki Spear-Shipley, and Michael Williams to the
 16 Progressive Dues Subcommittee.

17
 18 Main Motion 07-091 passed, without objection.

19
 20 (Note of Record: Tam Tocher will have a designee that will be a contact person to the Progressive Dues
 21 Subcommittee.)

22
 23 **NEW BUSINESS**

24 Policies & Procedures 22.00.000 "Elections"

25 Penelope Goforth informs the Board that there is a possible online voting procedure that could be
 26 utilized by ASEA/AFSCME Local 52. Tam Tocher has stated that AFSCME has strong concerns about
 27 making sure that the elections is in compliance with the Department of Labor and that the process should
 28 be presented to the General Council for review. Tam Tocher or her designee will work with the
 29 committee.

30
 31 Main Motion 07-092 (Elections Process Evaluating Committee)

32 Moved by Penelope Goforth, seconded by Jerry Farrington

33 To create an Elections Process Evaluating Committee to evaluate the current elections process to consider
 34 improvements which may include implementing electronic voting; and Penelope Goforth, Chris Pace,
 35 Jerry Farrington, and Chris Ulmann upon his approval, will form the committee.

36
 37 Main Motion 07-092 passed, without objection.

38
 39 **REPORT – PRESIDENT (CONTINUED)**

40 Committee Appointments (Continued)

41
 42 Main Motion 07-093 (Policies & Procedures Subcommittee)

43 Moved by Chris Lyou, seconded by Stephen Wright

1 To reconstitute the Policies & Procedures Subcommittee and to accept the Chair's appointment of
2 Michael Williams, Stephen Wright, Sheila Fowlkes, and Vicki Spear-Shipley to this committee.

3
4 Motion 07-093 passed, without objection.

5
6 (Note of Record: Robert's Rules of Order states, "If the chair appoints or nominates the committee, he
7 has the duty to select its chairman – which he does by naming that person to the committee first." The
8 Chair of each committee has been named first.)

9
10 (The State Executive Board took a break at 3:15 p.m., resuming the record at T6-3580 at 3:30 p.m.)

11
12 **NEW BUSINESS (CONTINUED)**

13 Staff Performance

14 President Brown explains to the Board how staff issues are handled. The Business Manager has over site
15 of the Union staff and the day-to-day operations and that all matters regarding staff should be directed to
16 the Business Manager. This agenda item will be added to the September Quarterly Business Session
17 agenda under Unfinished Business.

18 Communication/PR – 2006 Convention Resolution

19 Pennelope Goforth communicates to the Board ideas regarding internal and external communications and
20 asks the Chair to consider restarting the Communications Committee in order to improve union
21 communications. This agenda items will be added to the September Quarterly Business Session agenda
22 under Unfinished Business.

23
24 **REPORT – TREASURER**

25
26 Treasurer Karen Zubillaga informs the Board to submit all outstanding travel and expense reports to
27 Union headquarters as soon as possible because the fiscal year is closing.

28
29 //end of Treasurer's Report

30
31 **REPORT – PRESIDENT (CONTINUED)**

32 Calendar of Events

33 The next quarterly business session of the State Executive Board will be held in Fairbanks, Alaska.
34 The Board will participate in the Central Labor Council's Labor Day parade and picnic on September 3,
35 2007. The Executive Board strategic planning will be September 4th and the business session will be
36 September 5, 2007.

37
38 Main Motion 07-094 (December Board Meeting)

39 Moved by Jerry Farrington, seconded by Michael Williams
40 To schedule the December meeting for December 13-14, 2007.

41
42 Main Motion 07-094 passed

1 President Brown informs the Board that the dates have been set for the 2008 ASEA Biennial Convention
2 which are February 21-24, 2008.

3
4 //end of President's Report

5
6 Point of Information: Stephen Wright reported that the ASEA Juneau Chapter Terminators have a record
7 of 11 to 1 giving them the best record in the Juneau Softball League.

8
9 **ADJOURNMENT**

10
11 Main Motion 07-095 (To Adjourn)
12 Moved by Stephen Wright, seconded by Vicki Spear-Shipley
13 To adjourn.
14 Motion 07-095 passed with a voiced majority.

15
16 (Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board
17 adjourned at 4:15 p.m.)

18
19 Respectfully submitted by
20 Michael R. Williams, Secretary
21 State Executive Board
22 ASEA/AFSCME Local 52, AFL-CIO

23
24
25