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PENDING APPROVAL OF STATE EXECUTIVE BOARD

MINUTES OF ASEA/AFSCME LOCAL 52 Quarterly Business Session State Executive Board December 11-12, 2008 (Anchorage AK)

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**QUARTERLY BUSINESS SESSION OF THE
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD
DECEMBER 11-12, 2008
ASEA HEADQUARTERS – TRAINING ROOM, ANCHORAGE AK**

DAY ONE – 12/11/08

CALL TO ORDER AND INTRODUCTIONS/ROLL CALL (8:35 a.m.)

The quarterly business session of the State Executive Board convened in the Training Room at ASEA/AFSCME Local 52 Headquarters in Anchorage, Alaska, and was called to order at 8:35 a.m. by President Fred Brown.

(Note of record: The Chair introduced the new State Executive Board member Geraldine “Gerry” Von Rekowski, Municipal Representative, to the State Executive Board and has asked the Board to introduce themselves to Ms. Von Rekowski and for record of attendance)

Secretary Michael Williams noted for the record the following board members and staff to be present. The presence of a quorum was declared.

Present were:

Fred Brown, President
Michael Williams, Secretary
Karen Zubillaga, Treasurer
Chris Lyou, Class I Representative
Kathy Atkinson, Professional Representative
Jerry Farrington, Rural Representative
Geraldine Von Rekowski, Municipal Representative
Pamela Harper, Interim Technical Representative
Pat Moss, Northern (Fairbanks) Region Representative
Stephen Wright, Southeast (Juneau) Representative
Sue Layton, Administrative Support Representative
Val Kenny, Central (Anchorage) Region Representative
Jim Duncan, Business Manager (with voice/no vote)

Absent: None

Also present: Administrative Assistant III MaryAnn Ganacias, and AFSCME Area Field Services Director Tam Tocher

OBLIGATION OF AN OFFICER

Newly elected ASEA/AFSCME Local 52, AFL-CIO, State Executive Board member Municipal Representative Geraldine “Gerry” Von Rekowski subscribed and sworn in under the “*Obligation of an Officer*”.

1 **ADOPT AGENDA**

2 Main Motion 09-015 (Adopt Agenda)

3 Moved by Pat Moss, seconded by Chris Lyou

4 To adopt the agenda as presented.

5

6 Amendment 09-015A

7 The following amendments to the agenda were brought forward:

- 8 ■ Under Business Manager's Report strike ALRA/PO Update
- 9 ■ Under New Business strike Health Trust and Budget Online
- 10 ■ Under President's Report, Committee Reports, to postpone the Class I and Probation/Parole
- 11 Committee reports to a time certain as determined by the chair, as requested

12

13 Amendment 09-015A passed, without objection.

14

15 Main Motion 09-015 as amended passed, without objection.

16

17 **APPROVE MINUTES (9/2-3/2008)**

18 Main Motion 09-016 (Adopt 9/2-3/2008 Minutes-Quarterly Business Session – Fairbanks)

19 Moved by Sue Layton, seconded by Val Kenny

20 To approve the September 2-3, 2008, minutes (Quarterly Business Session – Fairbanks) subject to
21 editorial corrections.

22

23 Main Motion 09-016 passed, without objection.

24

25 **RECEIVE INTO RECORD ANY POLLS**

26 Main Motion 09-017 (Accept Poll of 10/14/2008 into record)

27 Moved by Sue Layton, seconded by Val Kenny

28 To receive the following poll into the record as presented:

29

30 10/14/08 – (Dates for Juneau Meeting of the State Executive Board) Approved, the State Executive Board
31 set the Juneau meeting for January 29-30, 2009 (Thursday & Friday).

32

33 Main Motion 09-017 passed, without objection

34

35 **REPORT – BUSINESS MANAGER**

36 Budget Review/Update

37 FY09 Budget

38 The Business Manager presented the FY09 Balance Sheet, with no questions from the Board.

39

40 (Note of record: A separate line item will be added on the Balance Sheet for the Sitka Municipal
41 Business Leave Bank.)

42

43 Regarding the Budget for FY09 (Budget vs. Actual) the following items were especially noted:

44

45 REVENUES

1 Dues Revenue

2 We are \$24,705 ahead of the budget for total revenues for the year due to an increase in new hires,
3 collection of back dues, and dues revenue from the Sitka Municipal Bargaining Unit.

4
5 EXPENSES

6 Operating Expenses

7 Operating expenses are slightly over budget for the year by \$3,792 and includes expenses such as
8 telephone, repair and maintenance, office supplies, etc.

9
10 Total Expenses

11 Net loss was reduced by \$46,878 for the first four months of FY09.

12
13 Member Services

14 Member Services is over budget primarily due to the Progressive Dues Campaign and vote. Given the
15 passage of the progressive dues vote the State Executive Board gives kudos to staff.

16
17 The Business manager presented the 12-Month Cash Flow, with no questions from the Board.

18
19 GROSS DUES REVENUE with PROGRESSIVE DUES STRUCTURE (PDS)

20 The Business Manager presented to the Board the projected gross dues revenues with calculations of the
21 PDS beginning January 1, 2009.

22 The budgeted net income (loss) for FY09 reflected a deficit position of \$300,500; with the progressive
23 dues structure the revenues will increase and the deficit will be reduced, ending in a surplus position of
24 \$72, 305. Since there is already a reduction in expenses of approximately \$22,000, the surplus could be
25 close to \$100,000.

26
27 (Note of record: Upon general consensus, a special teleconference will be held by the State Executive
28 Board for consideration of the FY2010 budget in place of presenting the budget at the January State
29 Executive Board meeting. Considering the change in the dues structure, there will be a better projection of
30 revenues and expenses after April 2009. A poll will be circulated at the conclusion of the teleconference
31 to approve the FY2010 Budget. In accordance with the ASEA Constitution, the budget must be adopted
32 thirty (30) days prior to the beginning of the coming fiscal year.)

33
34 STATE OF ALASKA (SOA) INTERFERENCE

35 The Business Manager presented to the Board an email chain between the SOA Director of Labor
36 Relations/Personnel and the Business Manager. The email reflects a message from the Department of
37 Administration directing supervisors to refer members to the SOA employee call center if they have
38 questions about the change in the dues structure.

39 This action is a violation of Article 3.01 (Non Interference) of the Collective Bargaining Agreement
40 and AS 23.40.110 (2) (1) (2) (Unfair Labor Practices).

41 SOA has retracted the message and informed the supervisor to direct questions regarding the dues change
42 to the Union.

43
44 AFSCME Waiver

45 The Business Manager reported to the Board that we have requested a waiver of the AFSCME minimum
46 dues increase on the basis that ASEA is on a progressive dues structure.

1 The minimum dues increase waiver was approved by email confirmation. A letter stating the approval of
 2 the waiver will be sent from AFSCME at a later date.

3
 4 (The State Executive Board took a break at 9:45 a.m., resuming the record in general session at 10:00
 5 a.m.)

6 Wachovia Presentation (Times Certain – 10:00 a.m.) - presented by Wayne Pichon

7 Wayne Pichon, of Wachovia reported to the Board the performance review of the reserve accounts for the
 8 period ending September 30, 2008. An Executive Summary of Mr. Pichon's report was incorporated into
 9 the minutes at Exhibit A, a copy of which is available upon filing of an Information Request to the
 10 Business Manager.

11
 12 Main Motion 09-018 (Investment Policy Statement)

13 Moved by Michael Williams, seconded by Chris Lyou
 14 To accept the amended Investment Policy Statement dated June 3, 2008.

15
 16 Main Motion 09-018 passed, without objection

17
 18 (The State Executive Board took a brief break at 10:50 a.m., resuming the record in general session at
 19 11:00 a.m.)

20 Staffing Update

21 The Business Manager reported to the Board the staffing update. There is a short-term staffing change in
 22 the collections department for the next six months due to medical reasons. The position will be filled
 23 temporarily through an employment agency. The budget impact is a slight decrease in expenses.

24 Roberta Holmes-Carter, AARC52 Coordinator, who has been under contract services with ASEA
 25 to assist the Business Manager, when needed, will be having her contract renewed. Beginning, January 1,
 26 2009, AARC52 will be paying half of those contracted services in addition to paying for space rental.

27 Budget Review/Update - Continued

28 Alaska Airlines EasyBiz Account

29 The Business Manager reported that there are 660,534 miles available. No mileage tickets have been used
 30 since last reported.

31
 32 //end of budget/review update

33 Collections Update

34 The Business Manager presented the Collections report to the Board. There is a net estimate of \$13,805
 35 to be collected. There is a revenue stream of approximately \$3,875 monthly received through payment
 36 plans.

37 12th Biennial Convention Resolution No. 1

38 Resolution No. 1 was presented to the Board, a resolution adopted by the Biennial convention, co-
 39 sponsored by approximately 85 members. The resolves are as follows:

1 THEREFORE, BE IT RESOLVED: The ASEA Statewide Executive Board is
 2 directed to prepare a plan within the next 210 days to be implemented over the
 3 next three years, toward achieving a superior contract in the next round of
 4 negotiations, beginning in 2009; and

5
 6 BE IT FURTHER RESOLVED: The ingredients of the plan should include a
 7 timeline and benchmarks of progress and success to address issues including:

- 8
- 9 ▪ Political organizing,
- 10 ▪ Worksite meetings,
- 11 ▪ Member communication and education, including reactivation of the
- 12 BAT structure and organizing rallies and informational leafleting, and
- 13 ▪ Strike preparedness, including enhancing the strike fund.
- 14

15 The Business Manager introduced to the Board a proposed recommendation to address the resolution.

16 The recommendation is a three-year plan developed by the Organizers George Zuke and Sam
 17 Rhodes; in addition, the Business Manager has assigned Skye McRoberts an acting role of an Internal
 18 Organizer for the purpose of coordinating development of the three-year plan, which encompasses all the
 19 goals of the resolution.

20 In correlation with the three-year plan, budget amendments will be needed to address the plan.
 21 The Business Manager recommends to the Board to consider the addition of an Internal Organizer
 22 position. This position would be dedicated to addressing the internal structure of the Union to include
 23 BAT activation, worksite meetings, etc.

24 Additionally, the Business Manager recommends to the Board to consider a Political Education
 25 Leadership (PEL) Conference to be held in Juneau, Alaska during the current legislative session. This
 26 conference will be similar to PEL Conference held in Juneau in 2006 and will launch the three-year plan.

27 The Business Manager introduces to the Board the staff that developed the three-year plan, Skye
 28 McRoberts, George Zuke, and Sam Rhodes.

29 The plan was presented by Skye McRoberts. The plan is based on a quarterly timeline with a key
 30 topic to be addressed each quarter through activities and worksite meetings. Key strategies, benchmarks,
 31 rational, and the topics were included in the plan. Topics include legislative advocacy, contract
 32 negotiations "What can I do?", Health, ASEA in the community, strike preparedness, etc.

33 The Business Manager explains to the Board the Internal Organizer position and what budget
 34 amendment is needed in order to add this new position. A salary schedule change with Laborers Local
 35 341 will incorporate a separate wage scale for this position.

36
 37 **MEMBER COMMENTS – TIMES CERTAIN AT 12:00 p.m.**

38 A telephonic connection was established at 12:00 p.m. for all incoming calls from members wishing to
 39 address the Board. No members joined telephonically.

40 12th Biennial Convention Resolution No. 1 - Continued

41
 42 Main Motion 09-019 (Budget – Organizing)

43 Moved by Karen Zubillaga, seconded by Sue Layton

44 To increase the FY09 budget by \$26,000 for the purpose of organizing.

45
 46 Main Motion 09-019 passed, without objection

1
2 The Political Education Leadership conference tentative agenda and budget was presented to the Board.
3 The conference attendees would include State Executive Board, Chapter Presidents, PAC Directors, Chief
4 Stewards, and active Stewards/BATs with a minimum of two leaders from each rural/bush chapter and a
5 larger number of attendees from the urban chapters.

6 The Business Manager informs the Board that he has asked AFSCME International for financial support
7 for the Political Education Leadership Conference.
8

9 (Member comments segment of the agenda concluded with telephonic disconnection at 12:15 p.m. with
10 no members participating)
11

12 The conference will be held over a two-day period and will include political education, meetings with
13 legislators, and building an action plan.
14

15 Main Motion 09-020 (Budget - Political Education Leadership Conference)

16 Moved by Stephen Wright, seconded by Chris Lyou

17 To adopt the proposed budget (FY09) and tentative agenda for the political education leadership
18 conference to be held February 18-19, 2009, in Juneau, Alaska.
19

20 Main Motion 09-020 passed, without objection
21

22 (The State Executive Board took a lunch break at 12:25 p.m., resuming the record in general session at
23 1:08 p.m.)
24

25 (Note of record: Upon concurrence of the Board, Jerry Farrington is excused for the remainder of the day
26 due to medical reasons)

27 Statewide Elections 2009

28 The Business Manager presented the critical dates of the statewide elections. The notice of nominations
29 has already been distributed with a closing date of January 15, 2009.

30 There are 29 seats that will be up for elections; those seats include the following: State Executive
31 Board (8) - Secretary, Treasurer, Technical Representative, Central Region Representative, Southeast
32 Region Representative, Rural Region Representative, and the new Bush Region Representative, and the
33 Municipal Bargaining Unit Representative; Contract Negotiating Committee (14) – one member and one
34 alternate from each of the following: Northern Region, Central Region, Southeast Region, Rural Region,
35 Bush Region, Class One, and Seasonal Member; and the Judicial Panel (7) – Anchorage Member and
36 Alternate, Fairbanks Member and Alternate, Juneau Alternate, and Rural/Bush Member and alternate.
37 Additionally, proposed constitutional amendments may be submitted within the required timeline.

38 The March 2009 elections will begin with the new adopted amendment of three-year terms on the
39 State Executive Board.

40 Labor Coalition Update

41 The Business Manager gave a brief overview to the Board regarding the Labor Coalition. The
42 Labor Coalition includes various unions and organizations within the state. There are currently forums
43 being held in different areas of the state to include, Bethel, Soldotna, Palmer, Fairbanks, and Anchorage

1 that focuses on restoring retirement security. Flyers and emails have been distributed to the membership
2 in those areas. Activities and expenses for the Labor Coalition are budgeted under the SB141 fight.

3 FY08 Annual Audit Presentation - Mikunda Cottrell (Times Certain – 1:30 p.m.)

4 Orié Orién reported to the Board a brief overview of FY08. Two (2) handouts, Report of Independent
5 Auditor and Audited Financial Statements were distributed to the Board which was incorporated into the
6 minutes at Exhibit B & C, a copy of which is available upon filing of an Information Request to the
7 Business Manager.

8
9 The financial statements referred to above present fairly, in all material respects, the financial position of
10 ASEA/AFSCME Local 52, AFL-CIO for the year ending June 30, 2008, and the changes in its net assets
11 and its cash flows for the year then ended in conformity with accounting principles generally accepted in
12 the United States of America and also included a new suite of audit standards, such as document and
13 detail testing of internal control systems.

14
15 //end of Mikunda Cottrell presentation

16
17 The Business Manager invited the ASEA staff in Anchorage headquarters to do self-introductions to the
18 Board. Present staff included Business Agents Sue Ernisse, Doug Carson, Suzan Hartlieb, Stan
19 Hafferman, and Toya Winton; PR/Communication Specialist Sharon Dart; Organizing Secretary
20 Jacquelyn Schulze; Receptionist-Secretary Kathleen Pruitt; Accountant Scott Dutton; Accounting
21 Technician Melanie Harris; and Data Technician/Acting Internal Organizer Skye McRoberts. Business
22 Agent/Organizers George Zuke and Sam Rhodes and Administrative Assistant III MaryAnn Ganacias
23 were introduced at an early time.

24
25 (The State Executive Board took a brief break at 2:03 p.m., resuming the record in general session at 2:15
26 p.m.)

27 Geographic Differential Study

28 The Business Manager gave a brief overview of the current status of the Geographic Differential Study.
29 An appropriation was made during the last legislative session. The study has been funded and is currently
30 underway. The contract for the study was rewarded to the McDowell Group on September 16, 2008, and
31 should be completed by March 31, 2009. With that completion date, the chances of getting the study
32 funded during this legislative session may not possible.

33 The Business Manager presented an email from Commissioner of Administration Annette Kreitzer
34 which stated “A goal is to present the study to the Legislature with the agreement of all affected unions. If
35 one affected union disagrees, the study could end up not being funded. This is an all or nothing
36 situation.”

37 The Business Manager gave an overview of his response to the email which stated that the
38 geographic differential is provision of the collective bargaining process. There is no requirement in state
39 law that states that all unions have to agree or be in strict compliance with the results of the study.

40 Lobbyist Report (Time-Certain – 2:30 p.m.)

41 The Assistant Business Manager/Lobbyist Fate Putman gave a report in executive session.
42

1 Main Motion 09-021 (Executive Session)

2 Moved by Michael Williams, seconded by Pat Moss

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

5

6 Main Motion 09-021 passed, without objection.

7

8 (The State Executive Board entered into Executive Session at 2:32 p.m., and took a brief break at 3:25
9 p.m., resuming the record in general session at 3:45 p.m.)

10 Health Insurance Contribution

11 The Business Manager reported that we received notification from the Department of Administration on
12 November 14, 2008; that effective July 1, 2009, the employer contribution for health insurance will be
13 \$940.75, which is an increase of approximately \$40.00 for the current year.

14 The Business Manager has requested the actuarial assumptions and computations that were used
15 based upon the criteria in accordance with the collective bargaining agreement.

16 Steward Training

17 The Business Manager presented the Steward Training report to the Board. Steward training was
18 conducted during October and November in the urban areas with outlying chapters attending in those
19 urban areas.

20

21 (Note of record: Upon general consensus of the Board, a separate topic under steward training, brought
22 forward by Stephen Wright, will be postponed until a time determined by the chair, as requested)

23 External Organizing

24 The External Organizing report was presented by Sam Rhodes and George Zuke in executive session.

25

26 Main Motion 09-022 (Executive Session)

27 Moved by Michael Williams, seconded by Sue Layton

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

29

30 Main Motion 09-022 passed, without objection.

31

32 (The State Executive Board entered into Executive Session at 4:05 p.m., and upon general consensus the
33 State Executive Board recessed at 4:35 p.m.)

34

35 **DAY TWO – 12/12/08**

36 (The State Executive Board resumed in executive session at 8:35 a.m., resuming the record in general
37 session at 10:05 a.m.)

38

39 **CALL TO ORDER AND ROLL CALL (10:05 a.m.)**

40 The quarterly business session of the State Executive Board convened in the Training Room at
41 ASEA/AFSCME Local 52 Headquarters in Anchorage, Alaska, and was called to order at 10:05 a.m. by

1 President Fred Brown. Treasurer Karen Zubillaga called the roll and noted for the record the following
 2 board members and staff to be present. The presence of a quorum was declared.

3
 4 Present were:

5 Fred Brown, President
 6 Michael Williams, Secretary
 7 Karen Zubillaga, Treasurer
 8 Chris Lyou, Class I Representative
 9 Kathy Atkinson, Professional Representative
 10 Jerry Farrington, Rural Representative
 11 Geraldine Von Rekowski, Municipal Representative
 12 Pamela Harper, Interim Technical Representative
 13 Pat Moss, Northern (Fairbanks) Region Representative
 14 Stephen Wright, Southeast (Juneau) Representative
 15 Sue Layton, Administrative Support Representative
 16 Val Kenny, Central (Anchorage) Region Representative
 17 Jim Duncan, Business Manager (with voice/no vote)

18
 19 Absent: None

20
 21 Also present: Administrative Assistant III MaryAnn Ganacias, AFSCME AFSD Tam Tocher

22
 23 Member(s) present: Charles Stewart, Anchorage Chapter Member

24
 25 **REPORT – PRESIDENT**

26 Committee Reports

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

30 Class I Committee

31 Probation/Parole Committee

32
 33 **REPORT – BUSINESS MANAGER (CONTINUED)**

34 Steward Training (Continued)

35 Southeast Region Representative Stephen Wright states his concern regarding the steward system and that
 36 it is not as functioning as it should be. There has been high quality trainings offered but the concern is
 37 that stewards are not activating themselves in the workplace. Stephen would like the Board to consider
 38 ideas to resolve this issue.

39
 40 Main Motion 09-023 (Business Manager's Contract – Amendment)

41 Moved by Michael Williams, seconded by Chris Lyou

42 To approve Amendment A to the Business Manager's contract for the period January 1, 2009 through
 43 December 31, 2011.

1 Main Motion 09-023 passed, without objection

2 FY09 Budget (Continued)

3 The Business Manager updated the Board on the Fairbanks office location. The address is 542 4th Ave,
4 Suite 226, Fairbanks, Alaska 99701. The previous rental expense for the Fairbanks office was at a
5 significant reduced rate and provided by IBEW. The additional rental expense was not budgeted which
6 will reflect a variance of approximately \$1,800 over budget, which includes an offset of revenues from
7 AARC52's space rental.

8 Rural Chapter Travel and Contact

9 The Business Manager presented the Rural Chapter travel and contact report to the Board, with no
10 questions from the Board.

11 New Hire Orientation/Membership Trend

12 The Business Manager presented the New Hire Orientation report to the Board. There have been 320
13 members that have attended new hire orientation in person in the ASEA offices and 60 members
14 participating telephonically during the reporting period.

15 New Hires must contact the ASEA offices or they will be contacted by ASEA staff. It is standard
16 procedure that members are required to attend the orientation. To assist the Union, stewards can make
17 contact with the new member to be sure that they have contacted ASEA and have completed the required
18 forms.

19 Member Advancement Program (MAP)

20 Total participating MAP members to date is 1,731.

21 Political Action Program (PAC)

22 The current total of GGU members contributing to the Political Action Program is 688 as of November
23 30, 2008.

24 Unit Clarifications/PUC/Appeal

25 During the period of August 16, 2008, through November 30, 2008, we have had twenty-four (24) new
26 clarifications added to the GGU. There have been 60 total unit clarifications for the reporting period.

27 Business Leave Update

28 The Business Manager presented the Business leave bank balance to the board with no questions from the
29 Board. The balance of the GGU Business Leave bank is \$814,885.48 as of November 30, 2008. The City
30 and Borough of Sitka Business Leave bank balance is \$10,410.64.

31 Catastrophic Leave Update

32 The Business Manager presented the newly developed "Understanding Leave Benefits" brochure to the
33 Board.

34 During the period of August 16, 2008, through November 30, 2008, ASEA has approved 1,715.12
35 hours. No member was denied Catastrophic Leave benefits for the time period. The balance of the
36 Catastrophic Leave bank is 5495.58 hours. Catastrophic Leave is beneficial to members to have
37 continued health coverage when all sick/annual, medical, and donated leave banks have been exhausted.

**ASEA/AFSCME Local 52 State Executive Board
Quarterly Business Session
December 11-12, 2008 (Anchorage AK)**

1 The catastrophic leave bank has no replenishment mechanism and may erode over the next few years.

2 Emergency Leave Bank Update

3 During the period of August 16, 2008, through November 30, 2008, ASEA has approved fifteen (15)
4 members for \$15,825.61. The balance of the Emergency Leave bank is \$258,193.11. There has been an
5 increase in the maximum leave hours from 37.5 to 75 hours allowed per emergency. To use Emergency
6 leave the emergency must be a FMLA qualifying condition and must be a member of the Emergency
7 Leave Bank. Open enrollment has just concluded with approximately 180 members joining the bank.
8 With the bank remaining healthy, ASEA waived the 7.5 hours for continuing members.

9 Injury Leave Bank Update

10 During the period of August 16, 2008, through November 30, 2008, ASEA has approved six (6) members
11 that used the Injury Leave bank for a total usage of 135 hours. The balance of the Injury Leave bank is
12 \$309,837.93.

13 Grievance and Arbitration Report

14 The Business Manager presented the Grievance and Arbitration report to the Board with no questions
15 from the Board. Included in the report is a report from the Business Agent that represents the City and
16 Borough of Sitka.

17
18 (Note of record: Upon general consensus of the Board, Chris Lyou has been excused to attend a work
19 related meeting)

20
21 (The State Executive Board took a break at 11:30 a.m., resuming the record in general session at 11:45
22 a.m.)

23
24 **REPORT – PRESIDENT (CONTINUED)**

25 Committee Reports – Continued (Time Certain 11:45 a.m.)

26 A telephonic connection was established at 11:45 a.m. to take any oral committee reports. Committee
27 Reports from the following committees were noted for the record and incorporated into the minutes at
28 Exhibit D, a copy of which is available upon filing of an Information Request to the Business Manager.

29
30 Women's Committee

31
32 Note of record: Upon general consensus, all written reports have been formally received into the record
33 from the following committees:

34 Election Committee

35 Grievance Review Committee

36 Judicial Panel

37

1 **REPORT – BUSINESS MANAGER (CONTINUED)**

2
3 **MEMBER COMMENTS (TIMES CERTAIN AT 12:00 p.m.)**

4 A telephonic connection was established at 12:00 p.m. for all incoming calls from members wishing to
5 address the Board, with the meeting continuing until such time a call is joined.

6 Grievance and Arbitration Report

7 The Business Manager presented the arbitration report to the Board, with no questions from the Board.

8 Chapter Reporting Update

9 The Business Manager presented the Chapter Reporting update. There have been several chapters that
10 have not yet reported as well as several chapters that have requested extensions, especially noting that
11 Dillingham has not complied for some time. A notice was sent on December 5, 2008, to those chapters
12 that are not in compliance. Chapter sharing will be withheld if the required information is not received on
13 January 16, 2009. Chapter support is currently being withheld for Dillingham.

14 Publications/Communications Report

15 The Business Manager presented the Publications/Communications report to the Board with all
16 publications that were released during the reporting period of August 16 to November 30, 2008. Included
17 in the report is the new publication, *ASEA in Action* for the City and Borough of Sitka.

18 Website Update

19 The Business Manager gave a brief overview of some changes that have occurred on the ASEA website to
20 make the website easier to maneuver and friendlier for members. Changes include electronic grievance
21 and complaint forms for stewards.

22 ASEA Constitution

23 The ASEA Constitution has been approved by President McEntee to include the new dues rate, effective
24 January 1, 2009. The approved copy received from AFSCME also included a portion of the current dues
25 rate which included anomalies. An amended copy will be requested after January 1, 2009, which will
26 reflect the new dues rate (progressive dues structure).

27
28 (Member comments segment of the agenda concluded with telephonic disconnection at 12:17 p.m. with
29 no members participating)

30
31 //end of Business Manager's Report

32
33 (The State Executive Board took a break for lunch at 12:20 p.m., resuming the meeting off the record at
34 1:30 p.m., and resuming the record in general session at 1:55 p.m.)

35 Committee Appointments

36 President Brown presented statements of interest to the Board received from members since the last State
37 Executive Board meeting.

38

1 Main Motion 09-024 (Committee Appointments – GRC, Probation/Parole, and Women’s Committee)

2 Moved by Sue Layton, seconded by Pat Moss

3 To approve the chair’s appointments of Donal Lewis to Grievance Review Committee (GRC); Vicki
4 Spear-Shipley and Frances Compton to the Women’s Committee; and appointment of Warren Waters and
5 reappointment of Linda Gerber to the Probation/Parole Committee.

6
7 Motion 09-024 passed, without objection

8
9 **REPORT - TREASURER**

10
11 With acceptance of the Business Manager’s budget report, no further information was provided by the
12 Treasurer.

13
14 **REPORT – PRESIDENT (CONTINUED)**

15 Committee Reports (Continued)

16 Subcommittee of the Board for Policies and Procedures

17 There is currently no formal report at this time. There have been requests to update the policy on per
18 diem and to consider non-commercial lodging.

19
20 Main Motion 09-025 (ASEA Policy 5.02)

21 Moved by Sue Layton, seconded by Stephen Wright

22 To direct the Secretary to revise the Policy and Procedures 5.02 to align the union per diem and non-
23 commercial lodging rates with the rates published by the State of Alaska, and to issue the draft policy for
24 comment.

25
26 Main Motion 09-025 passed, without objection

27 Calendar of Events

28 The first State Executive Board meeting in 2009 will be January 29-30, 2009, in Juneau and
29 coincide with the AFL-CIO legislative conference held on January 27-28 in Juneau. The Rural meeting is
30 tentatively scheduled for May 7-8, 2009, with a location to be determined; the fall Fairbanks meeting will
31 be September 8-9, 2009, in Fairbanks; and the winter meeting tentatively scheduled for December 10-11,
32 2009, in Anchorage.

33
34 //end of President’s Report

35
36 **UNFINISHED BUSINESS**

37 There was no unfinished business brought before the Board.

38
39 **NEW BUSINESS**

40 There was no new business brought before the Board.

41
42 **ADJOURNMENT**

1 (Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board
2 adjourned at 2:20 p.m.)

3
4 Respectfully submitted by
5 Michael R. Williams, Secretary
6 State Executive Board
7 ASEA/AFSCME Local 52, AFL-CIO
8
9 MW/mg