



*Alaskans Working For Alaska!*

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# PENDING APPROVAL OF STATE EXECUTIVE BOARD

## MINUTES OF ASEA/AFSCME LOCAL 52 Quarterly Business Session State Executive Board September 8-9, 2009 (Fairbanks AK)

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**QUARTERLY BUSINESS SESSION OF THE  
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD  
SEPTEMBER 8-9, 2009  
SPRINGHILL SUITES, FAIRBANKS AK**

**DAY ONE – 9/8/09**

**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 Springhill Suites, and was called to order by Acting President Michael Williams. Acting Recording Secretary Chris Pace 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:

Michael Williams, Acting President/Secretary  
Chris Pace, Treasurer/Acting Recording Secretary  
Chris Lyou, Class I Representative  
Gerry Von Rekowski, Municipal Representative  
Kathy Atkinson, Professional Representative  
Maureen “Mo” Koezuna, Bush Representative  
Pamela Harper, Interim Technical Representative  
Pat Moss, Northern (Fairbanks) Region Representative  
Stephen Wright, Southeast (Juneau) Representative  
Sue Layton, Administrative Support Representative  
Val Kenny, Anchorage Regional Representative  
Jim Duncan, Business Manager (with voice/no vote)

Absent: None

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

Member(s) present: None

**OBLIGATION OF AN OFFICER**

Newly elected ASEA/AFSCME Local 52, AFL-CIO, State Executive Board member Bush Representative Maureen “Mo” Koezuna was sworn in under and subscribed to the “*Obligation of an Officer*”.

**ADOPT AGENDA**

Main Motion 10-001 (Adopt Agenda)

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

Amendment 10-001A

The following amendments to the agenda were brought forward:

**ASEA/AFSCME Local 52 State Executive Board  
Quarterly Business Session  
September 8-9, 2009 (Fairbanks AK)**

- 1
- 2       ▪ Under Approve Polls the following:
- 3           ○ CNC Rural Alternate Seat Appointment – Kevin Mayer
- 4           ○ CNC Seasonal Alternate Seat Appointment – Steve McCombs
- 5

6       Amendment 10-001A passed, without objection.

7

8       Main Motion 10-001 as amended passed, without objection.

9

10    **APPROVE MINUTES (5/7-8/09)**

11    Main Motion 10-002(Adopt 5/7-8/09 Minutes-Quarterly Business Session - Wasilla)

12    Moved by Chris Pace, seconded by Chris Lyou

13    To approve the May 7-8, 2009, minutes (Quarterly Business Session-Wasilla) as presented:

14

15    Main Motion 10-002 passed as presented, without objection.

16

17    **RECEIVE INTO RECORD ANY POLLS**

18    Main Motion 10-003 (Accept Polls into record)

19    Moved by Chris Pace, seconded by Val Kenny

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

21

- 22       ▪ 5/20/09 – (CNC Rural Alternate Seat Appointment) Approved, the appointment of Kevin
- 23       Mayer to the CNC as the Alternate Rural Representative.
- 24       ▪ 7/27/09 – (Election Results – CNC Rural Alternate Seat) Accepted, the election results of the
- 25       CNC Rural Alternate. Steve Oswald received the majority vote and has been elected to the
- 26       CNC Alternate seat.
- 27       ▪ 8/7/09 – (Declaration of Vacancy – Seasonal Seat on CNC) Approved, that the State Executive
- 28       Board declares that the Seasonal Negotiator seat on the CNC is vacated.
- 29       ▪ 8/20/09– (CNC Seasonal Alternate Appointment) Approved, the appointment of Steve
- 30       McCombs as the Season Alternate Representative on the CNC.
- 31

32    Main Motion 10-003 passed, without objection

33

34    **REPORT – BUSINESS MANAGER**

35                                   Budget Review/Update

36

37                                   FY09 Unaudited Financial Statements

38    The Business Manager presented the FY09 Balance Sheet ending June 30, 2009.

39

40    Revenues from cost sharing with PSEA are reflected in the current assets under account receivable – all.

41    PSEA is billed quarterly for rent and the Business Agent's salary.

42       The Business Manager announced that PSEA Executive Director John Cyr will be retiring at the

43    end of September 2009. The position will be filled by Jake Metcalfe.

44

45

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

2  
3 **NET INCOME (LOSS)**

4 The budget deficit at the end of the year was expected to be \$399,980. For the twelve months ending June  
5 30, 2009, the actual net income (loss) resulted in a surplus of \$162,023. The progressive dues structure  
6 impacted revenues as well as an increased number of members than what was projected.

7  
8 **EXPENSES**

9 The Women's Committee budget reflects revenues from fundraising efforts in addition to the annual  
10 committee budget of \$4,000. A budget note for this line item will be reflected in future financial  
11 statements.

12  
13 Point of Information: The percentage of ASEA members under the age of 35 is approximately 20 percent.

14  
15 The Business Manager presented the twelve-month cash flow, with no questions from the Board.

16  
17 *Alaska Airlines EasyBiz Account*

18 The Alaska Airlines EasyBiz Account has a current balance of 646,245 miles as of August 31, 2009.  
19 Two mileage tickets were used to fly one member from Anchorage and one from Fairbanks to Chicago IL  
20 to attend the AFSCME Next Wave Conference.

21  
22 Note of Record: Zuzanna Bobinski, Midnight Sun Chapter member – (Observing)

23  
24 *FY10 Budget*

25 The Business Manager presented the FY10 Financial Statements ending July 31, 2009, to the Board, with  
26 the following items especially noted:

27  
28 **EXPENSES**

29 *Committee Expenses*

30 The Presidents Committee reflects the budget amendment, main motion 09-051, which appropriates the  
31 amount of the funds not used during the FY09 budget. The unused balance for FY09 was \$3,573. The  
32 Presidents Committee budget for FY10 is \$7,573.

33  
34 **BUDGET CORRECTION:** The Women's Committee budget of \$4,000 is incorrect. The correct amount  
35 should have included fundraising revenues in addition to the \$4,000 committee budget.

36  
37 *Bush Committee:* The Bush Committee has requested solicitation for more member appointments which  
38 would expand the committee. There is no stated composition for the number of committee members;  
39 however, the budgetary costs of expanding the committee may not fit within the approved FY10 budget.

40 Acting President Michael Williams wishes to hear about the committee's current goals and  
41 activities from the committee chair during the committee reports.

42  
43 *ASEA Communications Plan Update*

44 The Business Manager presented the communications plan update to the Board which was adopted at the  
45 May quarterly business session. AFSCME International provided an AFSCME staff member Skip Prior to

**ASEA/AFSCME Local 52 State Executive Board  
Quarterly Business Session  
September 8-9, 2009 (Fairbanks AK)**

1 shoot video footage to be used in a 30-second television commercial. AFSCME covered the cost for  
 2 filming. Videos were taken at various work locations within Anchorage, Juneau, and the Mat-Su area.  
 3 Media outlets have been selected and purchased which will run for 5-weeks for the period of October 15  
 4 through November 20, 2009. The television commercial will run on KTVA (CBS), KTUU (NBC), GCI  
 5 (Statewide), and KSKA (Statewide). Editing is currently in progress.  
 6 A second commercial will be run during the period of January – February 2009.

### 8 Collections Update

9 The Business Manager presented the Collections report to the Board. Prior to September 2005, there was  
 10 a substantial amount of approximately \$167,000 to be collected. Since then, we have identified another  
 11 \$137,315 in outstanding dues from October 2005 through June 2009 and forward. We have collected  
 12 \$287,598 in back dues since fiscal year 2006.

### 14 Video Conferencing

15 Video conferencing offers compelling improvements to communications between members, stewards,  
 16 committees, and staff. The video conferencing two-step plan proposes to connect the three ASEA offices  
 17 with video conferencing capabilities and, once tested and reliable, expand its use around the state,  
 18 particularly in the rural areas.

19 The Business Manager presented to the Board an itemized budget for purchasing hardware needed  
 20 for the video conferencing system.

22 Note of Record: The Business Manager will provide a capital budget to the State Executive Board  
 23 beginning with the December 10-11, 2009, quarterly business session.

#### 25 Main Motion 10-004 (Video Conferencing)

26 Moved by Chris Lyou, seconded by Stephen Wright

27 To adopt the proposed video conferencing project submitted by Reber Stein with a capital appropriation  
 28 of \$9,900.00.

30 Main Motion 10-004 passed, without objection

32 (The State Executive Board took a brief break at 10:10 a.m., resuming the record in general session at  
 33 10:30 a.m.)

35 Point of Personal Privilege: Pat Moss announced that the Midnight Sun chapter has sponsored a dinner  
 36 reception after the meeting at the ASEA Fairbanks office beginning at 5:30 p.m.

### 38 Juneau/Fairbanks Offices

39 FAIRBANKS: The Business Manager announced the addition of a larger conference area (475 sq ft) with  
 40 an estimated date of occupancy of November 1, 2009. The area is attached to the current Fairbanks  
 41 office. A new contract was negotiated with no impact on the FY2010 budget. Phone banking capabilities  
 42 will be added to the conference area.

1 JUNEAU: The Juneau field office relocated on June 22-23, 2009. The new location at 318 4<sup>th</sup> Street is  
 2 almost double the size of the previous office location with the same total rent. A phone bank system has  
 3 been added to the conference area and has already been utilized by the Coalition for the Health Reform.  
 4

#### 5 Contract Negotiating Committee (CNC) Update

6 The Business Manager presented the CNC Collective Bargaining Member Guidebook and Bargaining  
 7 Updates to the Board. The CNC has been up and operating and will be in Anchorage, September 21-23,  
 8 for continued planning and preparations for negotiations.

9 CNC Class I Negotiator Chris Lyou gave a broad overview of the current activities of the CNC  
 10 and has announced that the State of Alaska has agreed to early bargaining.

11 The City of Sitka has elected their CNC and will begin bargaining simultaneously with the GGU  
 12 CNC for their next contract. The current City of Sitka contract expires December 31, 2009.  
 13

#### 14 Internal Organizing

15 The Business Manager presented the Internal Organizing Report to the Board, especially noting the  
 16 following:

17 Worksite meetings – To meet the goals of Resolution No. 1, a round of worksite meetings will be  
 18 held each quarter with different topics.

19 During this round there have been 33 worksite meetings since August 20<sup>th</sup> with 594 total  
 20 participants attending as of September 4<sup>th</sup>. There will be 17 more worksite meetings held and completed  
 21 by September 28, 2009, with a total of 50 worksite meetings for this current round.

22 Quarterly Agenda – The current quarterly agenda focuses on the introduction of the collective  
 23 bargaining process and timelines, and to engage members and solicit information in regards to the  
 24 contract.

25 Another round of worksite meetings will be held around November with the focus on the status of  
 26 contract negotiations and to keep members current and involved in the process.  
 27

#### 28 Wachovia Presentation (Times Certain – 11:15 a.m.) - presented by Wayne Pichon

29 Wayne Pichon, of Wachovia reported to the Board the performance review of the reserve accounts for the  
 30 period ending September 4, 2009. An Executive Summary was incorporated into the minutes at Exhibit  
 31 A. A copy of which is available for review upon filing of an Information Request to the Business  
 32 Manager in accordance with *The AFSCME Financial Standards Code*, Article X and ASEA Policy on  
 33 Financial Information Requests (*Main Motion 09-005, September 2008*).  
 34  
 35

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

37 A telephonic connection was established at 12:00 p.m. for all incoming calls from members wishing to  
 38 address the Board, with the record standing at ease until such time a call is joined or a member is present.  
 39

40 (The record stood at ease and the State Executive Board took a break for lunch at 12:00 p.m., resuming  
 41 the record in general session at 12:16 p.m. with a member present for member comments)  
 42



1

2 Rural Chapter Travel and Contact

3 The Business Manager presented the Rural Chapter travel and contact report to the Board, with no  
4 questions from the Board.  
5

6 External Organizing

7 The External Organizing report was provided by the Business Manager in executive session to protect the  
8 confidentiality of external organizing.  
9

10 Main Motion 10-007 (Executive Session)

11 Moved by Chris Lyou, 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 10-007 passed, without objection  
16

17 (The State Executive Board entered into Executive Session at 1:53 p.m., resuming the record in general  
18 session at 2:15 p.m.)  
19

20 New Hire Orientation/Membership Trend

21 The Business Manager presented the New Hire Orientation report to the Board that reflects a breakdown  
22 of attendance by chapter. A majority of the rural and bush locations were via teleconference. For the  
23 reporting period April 1, 2009 – August 15, 2009, 484 of 706 (69%) new hires participated in new hire  
24 orientation.  
25

26 Note of Record: The Business Manager introduced staff in attendance. Betty Watts, formally a GGU  
27 ASEA member with the State of Alaska, Department of Labor as a Wage and Hour Investigator and has  
28 began working February 26, 2009, as a business agent in the Fairbanks office. Also present, Business  
29 Agent/Organizer Sam Rhodes from Anchorage Headquarters who is currently working on external  
30 organizing efforts in the Fairbanks area with the record going at ease to receive an update on external  
31 organizing.  
32

33 (The record resumed in general session at 2:29 p.m.)  
34

35 Political Action Program (PAC)

36 The average per month of GGU members contributing to the Political Action Program during the  
37 reporting period of May 1, 2009 through August 31, 2009 is 734 members, 8.52% of the membership.  
38 As of August 31, 2009, there are 733 members contributing to the PAC.  
39

### Reclassifications

The Business Manager presented to the Board his July 22<sup>nd</sup> letter to the Commissioner of Administration Annette Kreitzer requesting reconsideration regarding to the results of the Administrative Clerk series priority study of the Union for 2009.

The Business Manager also presented to the Board the response letter from the Commissioner to the Business Manager. The response letter, dated September 1, 2009, the Commissioner did agree with the Union that it was inappropriate to exclude the Office Assistant IV job class for overtime eligibility and that overtime eligibility would be restored immediately. However, the Commissioner did not agree with the Union's position that the salary analysis component of the study was flawed. Her response can be viewed in its entirety on the ASEA website.

During the study, the State conducted very few, if any, interviews and desk audits with individual Administrative Clerks and did not have adequate information to fully analyze the duties of the Administrative Clerk series to make an accurate determination of the appropriate salary range placement. Therefore, on September 4, the Business Manager emailed members in the Office Assistant class series encouraging them to ask for a review of the classification of their individual position. The review should be requested in accordance with the provisions of Article 17.01 of the collective bargaining agreement. Business Agents will assist members to submit the request for review to the State.

Additionally, the State has contracted with Fox Lawson and Associates to conduct a salary survey to examine competitiveness in the labor market. The outcome of their study should be available sometime in October.

(The State Executive Board took a break for lunch at 2:44 p.m., resuming the record in general session at 3:00 p.m.)

### Lobbyist Report

The Assistant Business Manager/Lobbyist Fate Putman provided an oral report to the Board in Executive Session.

#### Main Motion 10-008 (Executive Session)

Moved by Chris Lyou, seconded by Mo Koezuna

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

Main Motion 10-008 passed, without objection

(The State Executive Board entered into Executive Session at 3:03 p.m., resuming the record in general session at 3:15 p.m.)

### Unit Clarifications/PUC/Appeal

During the period of April 16, 2009, through August 31, 2009, we have had fifteen (15) new clarifications added to the GGU, twenty-four (24) to the Supervisory Unit, and one (1) to the Labor, Trade and Craft (LTC) Unit. There have been 40 total unit clarifications for the reporting period.

1 Point of Information: The second portion of the Unit Clarification report listing 783 unit clarifications  
2 has an incorrect reporting period; the correct reporting period is July 2, 2004 through August 31, 2009.  
3

#### 4 Business Leave Update

5 The Business Manager presented the Business leave updates to the Board with no questions from the  
6 Board.

7 In regards to the City of Sitka business leave bank, the Union has just been made aware of  
8 withdrawals made by the City of Sitka that were not authorized through Union headquarters. The report  
9 was received during the Labor Day weekend and reflected total contributions to the bank of \$14,548 and a  
10 usage of \$10,023, leaving a balance of \$4,525. Discussions on usage will be held with the City of Sitka in  
11 address business leave concerns and with the City of Sitka CNC in regards to replenishing the bank.  
12

#### 13 Catastrophic Leave Update

14 During the period of May 1, 2009, through August 15, 2009, ASEA has approved 990 hours. No member  
15 was denied Catastrophic Leave benefits for the time period. The balance of the Catastrophic Leave bank  
16 is 3,633.71 hours. Catastrophic Leave is beneficial to members to have continued health coverage when  
17 all sick/annual, medical, and donated leave banks have been exhausted.  
18

#### 19 Emergency Leave Bank Update

20 During the period of May 1, 2009, through August 31, 2009, ASEA has approved forty-four (44)  
21 members for \$38,889.89. The balance of the Emergency Leave bank as of August 3, 2009, is  
22 \$228,017.74. There were 1,107.70 hours that have been returned to the bank that were once approved and  
23 not used. Since inception, there have been 246 members who were approved to use emergency leave,  
24 utilizing a total of 10,811.22 hours. Since inception, members participating in the bank have not had to  
25 make a subsequent annual contribution to remain in the bank as the balance has been evaluated as  
26 adequate to maintain its purpose.  
27

#### 28 FY10 Financials (Continued)

29 BUDGET CORRECTION: Expenses/Committee Expenses/Women's Committee – the correct budget  
30 amount is \$7,683.

31  
32 //end of budget report  
33

#### 34 Injury Leave Bank Update

35 During the period of May 1, 2009, through August 31, 2009, ASEA has approved seven (7) members that  
36 used the Injury Leave bank for a total usage of 172.5 hours. The balance of the Injury Leave bank is  
37 \$309,005.85.  
38

Grievance and Arbitration Report

The Business Manager presented the Grievance and Arbitration reports to the Board with no questions from the Board.

ASEA/AFSCME Local 52 13<sup>th</sup> Biennial Convention 2010

The Business Manager presented the critical timeline for the following constitutional events;

13<sup>th</sup> Biennial Convention 2010: The 13<sup>th</sup> Biennial Convention will be held at the Captain Cook Hotel in Anchorage on March 18-21, 2010. ASEA and AFSCME trainings will be held March 17 and may change to two-days of training adding the preceding day. The Convention Business Session will convene on March 20, 2010.

December 20, 2009, marks the 90-day timeline prior to convention for the Call to Convention and delegate allocation to be released.

February 3, 2010, will mark the deadline for submitting delegate credentials, as well as submitting constitutional amendments, and resolutions that will be presented to the State Executive Board for their recommendation. The Board's recommendations will be included in the Delegate Convention Packet mailing approximately two-weeks prior to the convention. Chapters should begin discussing chapter elections, in accordance with their bylaws, for convention delegates with consideration of the required deadline.

State Executive Board Meeting: The Pre-Convention Session of the State Executive Board will be held in Juneau with dates to be determined during the President's report under Calendar of Events.

Statewide Officer Elections: The Statewide Officer Election will take place after the Convention and is scheduled for March 25, 2010.

Point of Information: The following State Executive Board seats that will be included in the next election will be the President, Administrative Support Representative, Professional Representative, Class I Representative, and the Northern Region Representative. April 2010 marks the first three (3) year term for the seats listed.

Point of Information: The next AFSCME Biennial Convention will be in Boston, Massachusetts and is scheduled for the end of June, beginning of July 2010.

Status of approved 12<sup>th</sup> Biennial Convention Resolutions: The Business Manager gave a status update of each resolution that was approved at the 12<sup>th</sup> Biennial Convention. A formal report will be provided to the Delegates during the ASEA 13<sup>th</sup> Biennial Convention under the Secretary's Report.

//end of Business Manager's Report

Point of Information: The meet and greet will be in the ASEA Fairbanks office located at 542 4<sup>th</sup> Street, Suite 226.

(Upon general consensus the State Executive Board recessed at 4:15 p.m.)

1 **DAY TWO – 9/9/09**

2 The quarterly business session of the State Executive Board reconvened in the Conference Room of the  
3 Springhill Suites, and was called to order at 8:30 a.m. by Acting President Michael Williams. Acting  
4 Recording Secretary Chris Pace noted for the record the following board members and staff to be present.  
5 The presence of a quorum was declared.

6  
7 Present were:

8 Michael Williams, Acting President/Secretary  
9 Chris Pace, Treasurer/Acting Recording Secretary  
10 Chris Lyou, Class I Representative  
11 Gerry Von Rekowski, Municipal Representative  
12 Kathy Atkinson, Professional Representative  
13 Maureen “Mo” Koezuna, Bush Representative  
14 Pamela Harper, Interim Technical Representative  
15 Pat Moss, Northern (Fairbanks) Region Representative  
16 Stephen Wright, Southeast (Juneau) Representative  
17 Sue Layton, Administrative Support Representative  
18 Val Kenny, Anchorage Regional Representative  
19 Jim Duncan, Business Manager (with voice/no vote)

20  
21 Absent: None

22  
23 Also present: Administrative Assistant III MaryAnn Ganacias and AFSCME Northwest Region Area  
24 Field Services Director Tam Tocher

25  
26 Member(s) present: None

27  
28 **REPORT – PRESIDENT**

29 Committee Reports

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

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

36 *Bush Committee*

37 *Statewide Chief Stewards Committee*

38 *Grievance Review Committee (GRC)*

39 *Judicial Panel*

40 *Next Wave Committee*

41 *OCS Labor-Management Committee*

42  
43 *Main Motion 10-009 (GRC Juneau Seat – Removal)*

44 Moved by Sue Layton, seconded by Stephen Wright

1 To remove Llewellyn Chris Smyth from the Juneau Seat on the Grievance Review Committee for cause  
 2 and lack of participation in hearings and failure to attend mandatory annual trainings in accordance with  
 3 2.03.030.C.

4  
 5 Main Motion 10-009 passed, without objection

6  
 7 Note of Record: The Business Manager will solicit interest for the vacant Juneau seat on the GRC.

8  
 9 Reports from the following committees were noted for the record and incorporated into the minutes at  
 10 Exhibit B, a copy of which is available upon filing of an Information Request to the Business Manager.

11  
 12 AFSCME Corrections United National Steering Committee  
 13 Probation/Parole Committee  
 14 Class I Committee

15  
 16 Main Motion 10-010 (Class I Committee – Bush Region)

17 Moved by Chris Lyou, seconded by Sue Layton

18 To align the Policy & Procedures 2.03.111.B. (Class I Committee) with the current constitution to reflect  
 19 two (2) Bush regional seats on the Class I Committee.

20  
 21 Main Motion 10-010 passed, without objection

22  
 23 Bush Committee

24  
 25 (The State Executive Board took a break at 9:34 a.m. for Board members to check-out of the hotel,  
 26 resuming the record in general session at 10:12 a.m. due to technical difficulties with recording  
 27 equipment)

28  
 29 Committee Appointments

30 Main Motion 10-011 (Multi-Committee Appointments)

31 Moved by Sue Layton, seconded by Val Kenny

32 To accept the Chair's committee appointments for the Class I Committee – reappoint Paul Kroenung to  
 33 the Rural Seat, appoint Leila Sheffield to the Bush Seat; for Probation/Parole Committee – appoint Leila  
 34 Sheffield; for the Elections Committee – reappoint Harry Martin to the Rural Seat.

35  
 36 Main Motion 10-011 passed, without objection

37  
 38 Calendar of Events

39 Council 28 Biennial Convention

40 The Acting President Michael Williams presents to the Board the invitation to the Council 28 Biennial  
 41 Convention. Due to conflicts in scheduling, Treasurer Chris Pace will be attending the convention on  
 42 behalf of Michael Williams. Business Manager Jim Duncan will also be in attendance.

1 The next scheduled State Executive Board meeting has been scheduled for December 10-11, in  
 2 Anchorage AK. Additionally, the Special Pre-Convention Session is scheduled for February 18-19,  
 3 2009, in Juneau AK to review constitutional amendments and resolutions.

4  
 5 The AFL-CIO Legislative Session will be held in Juneau AK on January 26-27, 2009.

6  
 7 **REPORT – TREASURER**

8 Chapter Reporting – the Treasurer urges all chapters to submit reports to ASEA Headquarters timely.

9  
 10 **UNFINISHED BUSINESS**

11 Chapter Funds

12 No discussion was held in regards to Chapter Funds at this time.

13  
 14 Subcommittee of the Board for Policies and Procedures

15 Chair Michael Williams received policy provisions from the Board to forward to the subcommittee to be  
 16 addressed, as follows:

- 17     ▪ 2.03 – To review the committee compositions to align with the current ASEA Constitution;
- 18     ▪ 1.01 – Chapter Reporting Requirements;
- 19     ▪ 5.02.03C – To add specific language rather than referring to the Alaska Administrative Manual;
- 20     ▪ 9.00 – Stewards;
- 21     ▪ 17.01.000 – the language is not clear in regards to the process; and,
- 22     ▪ 42.00 – Catastrophic Leave

23 The subcommittee plans on meeting between September through December and upon general consensus  
 24 the Board accepted the recommended policies to review at their meeting. The committee plans on  
 25 teleconference meetings and one face-to-face meeting to review all the proposed drafted language.

26  
 27 Main Motion 10-012 (Appointments to the Policies and Procedures Subcommittee)

28 Moved by Chris Lyou, seconded by Chris Pace

29 To accept the appointment of Michael Williams, Pat Moss, Sue Layton, Val Kenny, Kathy Atkinson, and  
 30 Stephen Wright to the Policies and Procedures Subcommittee

31  
 32 Main Motion 10-012 passed, without objection

33  
 34  
 35 **NEW BUSINESS**

36  
 37 State Executive Board Rural Seat

38 The State Executive Board solicited for the vacant Rural Representative seat. One nomination was  
 39 received for Monica Ford of the Kachemak Bay Chapter.

40  
 41 Main Motion 10-013 (Appointment to Rural Rep Seat on State Executive Board)

42 Unanimous Consent was called by Sue Layton

43 To appoint Monica Ford to the Rural Representative Seat on the State Executive Board with her term to  
 44 expire on the next election date in March 2010.

45  
 46 Main Motion 10-013 passed with Unanimous Consent

1  
2 20-Year Anniversary Pin

3 ASEA Headquarters has ordered the 20-year pin which states “Alaskans Working for Alaska”, “Serving  
4 Alaskans since 1989”. These pins would be usable after the anniversary year.  
5 The pins will be distributed to the delegates of the 13<sup>th</sup> Biennial Convention, Stewards, and Chapter  
6 Officers. Chapters can purchase additional pins at cost. Delegates to the AFSCME Convention will also  
7 be supplied pins for the convention in Boston, Massachusetts.

8  
9 (The Board took a break at 10:45 a.m., resuming the record in general session at 11:43 a.m.)  
10

11 Committee Reports (Continued for Times Certain at 11:45 a.m.)

12 A telephonic connection was established at 11:45 a.m. for all incoming calls from Committee Chairs  
13 wishing to provide an oral report to the Board.  
14

15 Women’s Committee Report

16 The Women’s Committee report was noted for the record and incorporated into the minutes at Exhibit B,  
17 a copy of which is available upon filing of an Information Request to the Business Manager.  
18  
19

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

21 A telephonic connection was established at 12:00 p.m. for all incoming calls from members wishing to  
22 address the Board, with the meeting continuing until such time a call is joined or members present.  
23

- 24     ▪ Frank Dutton, Midnight Sun Chapter – Health and Safety in the Workplace
- 25     ▪ Gabrielle Stevens, Midnight Sun Chapter – Health and Safety in the Workplace;

26  
27 (Member comment segment concluded with telephonic disconnection at 12:16 p.m.)  
28

29 **ADJOURNMENT**

30  
31 (Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board  
32 adjourned at 12:27 p.m.)  
33

34 Respectfully submitted by  
35 Michael R. Williams, Secretary  
36 State Executive Board  
37 ASEA/AFSCME Local 52, AFL-CIO  
38  
39  
40