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PENDING APPROVAL OF STATE EXECUTIVE BOARD

MINUTES OF ASEA/AFSCME LOCAL 52 Quarterly Business Session State Executive Board September 7-8, 2010 (Fairbanks AK)

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**QUARTERLY BUSINESS SESSION OF THE
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD
SEPTEMBER 7-8, 2010
ASEA FAIRBANKS REGIONAL OFFICE, FAIRBANKS AK**

DAY ONE – 9/7/2010

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

The quarterly business session of the State Executive Board convened in the Conference Room at the ASEA Fairbanks Regional office, and was called to order by President Valerie Kenny. 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:

Valerie Kenny, President
Michael Williams, Secretary
Chris Pace, Treasurer
Chuck Stewart, Class I Representative
Gerry vonRekowski, Municipal Representative
Jerry Soplanda, Northern Region (Fairbanks) Representative
Kathy Atkinson, Professional Representative
Lynnette Barkowski, Interim Administrative Support Representative
Maureen “Mo” Koezuna, Bush Representative
Monica Ford, Interim Rural Representative
Pamela Harper, Technical Representative
Richard Sewell, Interim Central Region (Anchorage) Representative
Stephen Wright, Southeast Region (Juneau) Representative
Jim Duncan, Business Manager (with voice/no vote)

Absent: None

Also present: Administrative Assistant III MaryAnn Ganacias and Internal/External Organizer Skye McRoberts

OBLIGATION OF AN OFFICER

Newly elected ASEA/AFSCME Local 52, AFL-CIO, State Executive Board members Interim Central Area Representative Richard Sewell and Interim Administrative Support Representative Lynnette Barkowski were sworn in under and subscribed to the “*Obligation of an Officer*”.

ADOPT AGENDA

Main Motion 10-128 (Adopt Agenda)

Moved by Charles Stewart, seconded by Jerry Soplanda

To adopt the agenda as presented to the Board.

Main Motion 10-128 passed, without objection.

**ASEA/AFSCME Local 52 State Executive Board
Quarterly Business Session
September 7-8, 2010 (Fairbanks AK)**

1 **APPROVE MINUTES (5/11-12/2010)**

2 Main Motion 10-129 (Adopt 5/11-12/2010 Minutes – Quarterly Business Session-Dillingham)

3 Moved by Chris Pace, seconded by Pam Harper

4 To approve the May 11-12, 2010, minutes (Quarterly Business Session-Dillingham) as presented:

5

6 Amendment 10-129A

7 To correct the minutes as follows:

- 8 ▪ Page 5, Line 15 – add ‘s’ to the first “Officer”
- 9 ▪ Page 10, Line 1 – strike ‘for lunch’
- 10 ▪ Page 10, Line 8 – change Lyou to Pace
- 11 ▪ Page 12, Line 27 – add seconded by Pam Harper

12

13 Main Motion 10-129 passed as corrected, without objection.

14

15 Point of Information: Robert’s Rules of Order, Article X, section 60, states, ‘Generally the name is
16 recorded of the member who introduced a main motion, but not of the seconder.’

17

18 **RECEIVE INTO RECORD ANY POLLS**

19 No polls were acted upon at this time.

20

21 **REPORT – BUSINESS MANAGER**

22

Budget Review/Update

23

FY2010 Financial Statements – Unaudited

24 The Business Manager presented the FY10 Balance Sheet ending June 30, 2010.

25

26 Regarding the Budget for FY10 (Budget vs. Actual) the following items were especially noted:

27

28 **REVENUES**

29 Contract Negotiations – There were no funds transferred from the Bargaining and Strike Reserve Account
30 (BSRA) to cover the cost of negotiations as there is enough cash in the general account to cover
31 negotiation expenses. The total revenues reflect a deficit position because the revenue resource from the
32 BSRA was not realized.

33

34 Note of Record: Under Revenue/Dues: The Membership Dues line item are the dues from the General
35 Government Unit (GGU) and does not include the City of Sitka.

36

37 **EXPENSES**

38 Executive Board – Expenses are higher than budgeted. Expenses and the size of the Board have increased.
39 The Board has two additional seats under the same budgeted amount in prior years.

40

41 Organizing grant support – \$70,000 was received from AFSCME International for organizing expenses.

42

43 Elections – Expenses are higher than budgeted due to an increase in the State Executive Board and a
44 higher number of candidates than previous years that submitted candidate statements for the AFSCME
45 International Convention delegate election.

1
2 Main Motion 10-130 (Suspend the orders of the day)

3 Moved by Michael Williams, seconded by Chris Pace

4 To suspend the orders of the day and move up External Organizing to be addressed next, then resuming
5 the orders of the day.

6
7 Main Motion 10-130 passed, without objection

8
9 Main Motion 10-131 (Executive Session)

10 Moved by Michael Williams, seconded by Mo Koezuna

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

13
14 Main Motion 10-131 passed, without objection.

15
16 (The State Executive Board entered into Executive Session at 9:37 a.m., and took a break at 10:15 a.m.,
17 resuming in Executive Session at 10:35 a.m.)

18 External Organizing

19 External organizing was covered in executive session.

20
21 (The State Executive Board resumed the record in general session at 11:12 a.m.)

22 Budget Review/Update (Continued)

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

24
25 FY11 Financial Statements

26 The Business Manager presented the FY11 Balance Sheet ending August 30, 2010.

27
28 Regarding the Budget for FY11 (Budget vs. Actual) the following items were especially noted:

29
30 Organizing grant support – \$65,000 was received from AFSCME International for organizing expenses.

31
32 Main Motion 10-132 (COPE Assessment)

33 Moved by Mo Koezuna, seconded by Charles Stewart

34 To increase the line item of “COPE Assessment” in the amount of \$38,555 (Thirty-eight thousand five
35 hundred fifty-five) for the Special Assessment from the AFL-CIO Convention.

36
37 Main Motion 10-132 passed, without objection.

38
39 Note of Record: The 2010 COPE Assessment was passed by the Vice-Presidents at the AFL-CIO
40 Convention in 2008 at \$5.00 per member.

41
42 The President will notify the Board of necessary monetary adjustments in the budget.

43

1 Main Motion 10-133 (Contract Printing)

2 Moved by Charles Stewart, seconded by Mo Koezuna

3 To create a Contract Printing line item for the printing of the GGU Contract from negotiations in FY2011
4 in the amount of \$18,900 (Eighteen thousand nine hundred).

5

6 Main Motion 10-133 passed, without objection.

7

8 Alaska Airlines EasyBiz Account

9 The Alaska Airlines EasyBiz Account has a current balance of 613,804 miles as of August 30, 2010.

10 //end of budget report

11 Collections Update

12 The Business Manager presented the Collections report to the Board. September 2005 through June 2010,
13 we have collected \$322,432.08 in back dues. Total year-to-date collected for FY10 is \$44,190.82.

14 Staffing Update

15 Brandy Booth has been hired as Secretary at Anchorage Headquarters to fill the position after Brian
16 Brandon was selected to move from the Secretary position to the Data Processing Technician position.

17 The Business Manager announced the retirement of Fairbanks Business Agent Bill Johnson who
18 will be retiring in October. The Notice of Vacancy has been posted for 30-days and interviews have been
19 scheduled.

20 Additionally, Fairbanks Business Agent Bette Watts will be resigning her position in November to
21 pursue other interests. The Notice of Vacancy will be posted after the hiring a Fairbanks Business Agent
22 to fill the vacancy.

23

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

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

27

- 28 ■ Nadine Lefebvre of the Juneau Chapter joined telephonically – Chief Stewards Committee

29

30 (Member comments segment of the agenda concluded with telephonic disconnection at 12:18 p.m., with
31 the State Executive Board taking a break for lunch; resuming the record at 1:05 p.m.)

32 Member Contract Concerns

33 The Business Manager presented to the Board an email received by a member regarding the contract
34 language on overtime ineligibles. Our contract is tied to the Federal Labor Standards Act and contains the
35 federal definition of overtime ineligibles.

36 Further concerns were brought forward regarding letters of agreements. Letters of Agreements
37 must be agreed to by the Union and the State. Contract concerns are monitored and addressed when
38 feasible. Members with contract concerns are directed to contact an ASEA Business Agent to have their
39 issues addressed.

1 2010-2013 Contracts

2 The Business Manager presented a report to the Board on the distribution of the 2010-2013 General
3 Government Unit and City of Sitka contracts to the membership. Contact Brandy Booth in ASEA
4 Headquarters if members have not received their copy of the contract. Rural/Bush regions have a point of
5 contact for distribution in their chapter. Urban regions will receive contracts through stewards or ASEA
6 Staff.

7 Internal Organizing/Worksite Meetings

8 The Business Manager presented the Internal Organizing Report to the Board, especially noting the
9 following:

10 Worksite meetings – The Business Manager presented report on the worksite meetings by region
11 regarding Legislative follow-up. There were a total of 35 worksite meetings held in July and August.

12 External Organizing (Continued)

13 The Business Manager presented the schedule of the election for the University of Alaska and a copy of
14 the ordinance for the City of Kodiak.

15 ASEA Stewards/Training

16 The Business Manager presented the steward report to the Board. There are currently 171 stewards
17 statewide.

18 Steward training is scheduled for October 27 for Basic training and October 28 for Advanced
19 training in all regions. Rural and Bush stewards will attend training in their regional urban location in
20 Anchorage, Fairbanks and Juneau. Training will occur on the same dates in each location. Video
21 Conferencing will be utilized for segments of the training.

22 City of Sitka stewards will be trained in Sitka on November 3 and 4. The training is held over two
23 days in the evening. The two days combined will equal one training session.

24
25 Main Motion 10-134 (Executive Session)

26 Moved by Michael Williams, seconded by Chris Pace

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

29
30 Main Motion 10-134 passed, without objection.

31
32 (The State Executive Board entered into Executive Session at 1:39 p.m.)

33 Wells Fargo Advisors Presentation (Times Certain – 2:00 p.m.) - presented by Wayne Pichon

34 Wayne Pichon, of Wells Fargo Advisors telephonically reported to the Board in Executive Session. An
35 Executive Summary was incorporated into the minutes at Exhibit A. A copy of which is available for
36 review upon filing of an Information Request to the Business Manager in accordance with *The AFSCME*
37 *Financial Standards Code*, Article X and ASEA Policy on Financial Information Requests (*Main Motion*
38 *09-005, September 2008*).

39
40 (The State Executive Board took a break at 2:49 p.m., resuming in executive session at 3:06 p.m.)

Lobbyist Report

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

(The State Executive Board resumed the record in general session at 3:35 p.m.)

Rural Chapter Travel and Contact

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

Chapter Reporting Update

The Business Manager presented the Chapter Reporting update especially noting chapters that have not submitted their reporting requirements for FY2010. Thirty days notice to withhold funds has been sent to the chapter table officers that are not yet in compliance.

New Hire Orientation/Membership Trend

The Business Manager presented the New Hire Orientation report to the Board that reflects a breakdown of attendance by chapter. A majority of the rural and bush locations were via teleconference. For the period of May 1, 2010 through August 15, 2010, 424 of 757 (56%) new hires participated in new hire orientation.

ASEA is working on getting a letter of agreement on Dues Authorization forms to seasonal workers that work in the field.

Member Advancement Program (MAP)

There have been 158 new contributors for the period of May 1, 2010 through August 30, 2010.

Political Action Program (PAC)

As of August 15, 2010, there are 793 members contributing to the Political Action Program, 8.93% of the membership.

Reclassifications

The Business Manager presented to the Board his July 9, 2010 letter to the State of Alaska appealing certain results of the Eligibility Tech study. Commissioner Kreitzer has declined the appeal. Eligibility Technicians should contact their Business Agent for the next steps in seeking reclassification.

Unit Clarifications/PUC/Appeal

During the period of May 1, 2010 through August 30, 2010, we have had 10 new clarifications added to the GGU, 18 to the Supervisory Unit, and 2 to the Labor, Trade and Craft (LTC) Unit. There have been 30 total unit clarifications for the reporting period.

Business Leave Update

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

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Present were:

Valerie Kenny, President
 Michael Williams, Secretary
 Chris Pace, Treasurer
 Chuck Stewart, Class I Representative
 Gerry vonRekowski, Municipal Representative
 Jerry Soplada, Northern Region (Fairbanks) Representative
 Kathy Atkinson, Professional Representative
 Lynnette Barkowski, Interim Administrative Support Representative
 Maureen “Mo” Koezuna, Bush Representative
 Pamela Harper, Technical Representative
 Richard Sewell, Interim Central Region (Anchorage) Representative
 Stephen Wright, Southeast Region (Juneau) Representative
 Jim Duncan, Business Manager (with voice/no vote)

Absent: Monica Ford, Interim Rural Representative (excused)

Also present: Administrative Assistant III MaryAnn Ganacias and Internal/External Organizer Skye McRoberts

REPORT – PRESIDENT

AFSCME Biennial Convention

The AFSCME International Biennial Convention was held in Boston, Massachusetts on Monday, June 28, 2010 and remained in session until Friday, July 2, 2010.

ASEA had 12 delegates in attendance. A majority of the convention was in regards to a highly protested election for the Secretary-Treasurer seat.

Committee Reports

Reports from the following committees were provided by their State Executive Board liaison. Verbal reports are incorporated into the minutes at Exhibit B, a copy of which is available upon filing of an Information Request to the Business Manager.

Bush Committee

Class I Committee

Probation/Parole Committee

Presidents Committee

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

1 Election Committee
 2 Grievance Review Committee (GRC)
 3 Judicial Panel
 4 Women's Committee

5 Calendar of Events

6 The AFL-CIO Legislative Conference will be held January 25-26, 2011 in Juneau.

7
 8 Main Motion 10-135 (State Executive Board Meeting Schedule)

9 Moved by Mo Koezuna, seconded by Chris Pace

10 To schedule the 3rd FY2011 Quarterly Business session of the State Executive Board for February 23-24,
 11 2011, in Juneau.

12
 13 Main Motion 10-135 passed, without objection.

14 Officer Forums

15 The Presidents Committee adopted a motion at the 13th Biennial Convention that provides a forum
 16 exclusive to Chapter Presidents. Under general consensus, the State Executive Board requests a forum
 17 exclusive to State Executive Board members.

18
 19 **REPORT – TREASURER**

20 Treasurer Chris Pace gave a review of the financial stature of ASEA.

21
 22 **UNFINISHED BUSINESS**

23 Health Care Reform

24 Health Benefits Trust trustees Michael Williams and Chris Pace responded to concerns regarding the
 25 Health Care Reform and dependants 26 years-old and younger.

26
 27 (The State Executive Board took a break at 10:24 a.m., resuming the record in general session at 11:12
 28 a.m.)

29
 30 **NEW BUSINESS**

31 Constitutional Interpretation

32 A constitutional interpretation is requested by AFSCME International in regards to the State
 33 Executive Board terms of appointment. The State Executive Board terms of office have changed to
 34 three year terms.

35
 36 Main Motion 10-136 (Constitutional Interpretation – Article 7)

37 Moved by Mo Koezuna, seconded by Charles Stewart

38 To clarify the terms of the State Executive board.

39 Officers with three year terms expiring 2012: Secretary, Treasurer, Central Region Representative,
 40 Southeast Region Representative, Rural Region Representative, Technical Representative, Bush
 41 Representative, and Rural Representative.

1 Officers with three year terms expiring 2013: President, Northern Region Representative, Professional
2 Representative, Administrative Support Representative, and Class I Representative.

3
4 Main Motion 10-136 passed, without objection.

5
6 Note of Record: The State Executive Board does not have terms that expire in 2011. The next regular
7 scheduled election is March 2012. Interim appointments will expire March 2012.

8 Article 7.07 of the ASEA/AFSCME Local 52 Constitution states the following: *Vacancies in office shall*
9 *be filled on a temporary basis by vote of the State Executive Board and the member so elected shall* *serve*
10 *out the unexpired term unless the vacancy occurs in a time frame to be filled by the next regularly*
11 *scheduled election.* ... [Emphasis added]

12 ASEA Constitution Article 12

13 The December 18, 2006 State Executive Board interpretation of ASEA Constitution Article 12 was
14 distributed to the Board.

15 **REPORT – PRESIDENT (Continued)**

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

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

19 Women’s Committee Report

20 Committee Reports from Women’s Committee were noted for the record and incorporated into the
21 minutes at Exhibit B, a copy of which is available upon filing of an Information Request to the Business
22 Manager.

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

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

26 Member comment segment concluded with telephonic disconnection at 12:15 p.m.

27 (The Board took a break at 12:15 p.m., resuming the record in general session at 12:25 p.m.)

28 Committee Appointments

29 Main Motion 10-137 (Class I Committee Appointment)

30 Moved by Charles Stewart, seconded by Michael Williams

31 To accept the Chair’s committee appointment for the Class I Committee of Anthony Lopez–Rural Seat.

32 Main Motion 10-137 passed, without objection.

33 Main Motion 10-138 (Women’s Chair Appointment)

34 Moved by Stephen Wright, seconded by Chris Pace

35 To accept the Chair’s committee appointment of Dawn Bundick as Chair to the Women’s Committee.

1
2 Main Motion 10-138 passed, without objection.

3
4 Main Motion 10-139 (Next Wave Committee Appointments)

5 Moved by Charles Stewart, seconded by Pam Harper

6 To accept the Chair's committee appointments to the Next Wave Committee of Jeremy Stephens
7 (Juneau), John White (Anchorage), Matthew Culley (Nome), Daniel Bussard (Juneau), L. Vanessa George
8 (Juneau), and Dara Fields (Ketchikan).

9
10 Main Motion 10-139 passed, without objection.

11
12 (The State Executive Board took a break at 12:35 p.m., resuming the record in general session at 1:09
13 p.m.)

14
15 Main Motion 10-140 (Next Wave Committee – Executive Board Liaison)

16 Moved by Mo Koezuna, seconded by Stephen Wright

17 To accept the Chair's appointment of Central Area Rep Richard Sewell as the Executive Board liaison to
18 the Next Wave Committee.

19
20 Main Motion 10-140 passed, without objection.

21
22 **NEW BUSINESS (Continued)**

23 ASEA Policies and Procedures

24 The State Executive Board will be reviewing the ASEA Policies and Procedures for clarity and
25 housekeeping. Proposed changes will be addressed at each meeting. At the conclusion of the review, the
26 proposed changes will be presented to the membership for comments.

27
28 Main Motion 10-141 (Committees – Social Networking)

29 Moved by Stephen Wright, seconded by Jerry Soplanda

30 Directive is hereby issued to all ASEA/AFSCME Local 52 Committees to secure approval from the
31 Business Manager to establish websites or social networking accounts or postings.

32
33 Main Motion 10-141 passed, with unanimous consent.

34
35 (The record stood at ease at 1:53 p.m., resuming the record in general session at 2:10 p.m.)

36
37 **ADJOURNMENT**

38
39 (Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board
40 adjourned at 2:35 p.m.)

41
42 Respectfully submitted by
43 Michael R. Williams, Secretary
44 State Executive Board
45 ASEA/AFSCME Local 52, AFL-CIO

ASEA/AFSCME Local 52 State Executive Board
Quarterly Business Session
September 7-8, 2010 (Fairbanks AK)