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Approved by
THE STATE EXECUTIVE BOARD
December 10-11, 2004
(Fairbanks)

MINUTES
ASEA/AFSCME LOCAL 52
Quarterly Meeting Held
September 7-8, 2004 (Kenai)
(Kenai Merit Inn)

TABLE OF CONTENTS

1
2
3
4 **DAY 1..... 5**
5 CALL TO ORDER AND ROLL CALL (8:30 A.M.)..... 5
6 ADOPT AGENDA 5
7 Main Motion 05-001 (Adopt Agenda)..... 5
8 MOMENT OF SILENCE IN MEMORY OF SHANE RUUTILA..... 5
9 APPRECIATION OF MIKE WILLIAMS 6
10 APPROVAL OF MINUTES 6
11 Main Motion 05-002 [Minutes of 5/6-7/04 (Anchorage)] 6
12 RECEIVE POLLS 6
13 Main Motion 05-003 (Receive Polls of 4/14/04 and 4/28/04)..... 6
14 REPORTS – BUSINESS MANAGER..... 6
15 *Budget Review/Update*..... 6
16 Main Motion 05-004 [Budget Transfers for FY04 (Unaudited)]...... 6
17 Main Motion 05-005 (Budget Transfers for FY05)..... 7
18 Motion 05-005A (Division of the Question) 7
19 Main Motion 05-005 (Part 1: FY05 Budget Transfers)..... 8
20 Motion 05-005 (Part 2: BSRA FY05 Budget Transfer)..... 8
21 Motion 05-005B (Motion to Table) 8
22 *Anchorage Office Relocation*..... 8
23 *Staff Update/Organizing/External Organizing*..... 8
24 *Collections* 8
25 Main Motion 05-006 (Executive Session) 9
26 *Grievances and Arbitrations*..... 9
27 *Article 17 Class Series Review* 9
28 *AARC52 (Old ASEA Logo)* 9
29 Main Motion 05-007 (AARC52 Request) 9
30 *Actions taken by Union to Protect Members Dispensing Medications*..... 9
31 *Actions Taken By The Union To Resolve Meals-Provided Issue At Youth Facilities*..... 10
32 *Steward/MAT Training Update*..... 10
33 *Main Motion 05-008 (Draft P&P for Stewards)*..... 10
34 Motion 05-008A (To Postpone)..... 10
35 *Wachovia Presentation by Wayne Pichon*..... 10
36 MEMBER COMMENTS..... 10
37 Main Motion 05-009 (Executive Session) 11
38 Main Motion 05-010 (Take off Table Motion 05-005 (Part 2)) 11
39 Restatement of Motion 05-005 (Part 2: BSRA FY05 Budget Transfer) 11
40 Motion 05-005C (To Postpone Motion 05-005)..... 11
41 Main Motion 05-011 (Take off Table Motion 05-008) 11
42 Restatement of Main Motion 05-008 (Draft P&P for Stewards)..... 11
43 REPORTS - BUSINESS MANAGER (CONTINUED) 12
44 *ASEA Home Page Update*..... 12
45 *Webmail Implementation Update* 12
46 *Business Leave Update* 12
47 *Lobbyist Report*..... 12
48 Main Motion 05-012 (Executive Session) 12
49 *ASEA Legal Services Trust* 12

| | | |
|----|---|-----------|
| 1 | Main Motion 05-013 (Legal Trust LOAs) | 12 |
| 2 | Motion 05-013A (To Table) | 12 |
| 3 | Main Motion 05-014 (Suspend Orders of Day) | 13 |
| 4 | UNFINISHED BUSINESS – P&P SUBCOMMITTEE | 13 |
| 5 | Main Motion 05-015 (Proposed Revisions to P&Ps) | 13 |
| 6 | REPORTS - BUSINESS MANAGER (CONTINUED) | 13 |
| 7 | <i>ASEA/AFSCME Local 52 Health Benefits Trust</i> | 13 |
| 8 | Main Motion 04-016 (Executive Session) | 13 |
| 9 | <i>Probation/Parole Officers Update</i> | 14 |
| 10 | <i>ASEA/AFSCME Local 52 2004 Biennial Convention Resolutions</i> | 14 |
| 11 | <i>Political Endorsements</i> | 14 |
| 12 | <i>Council Invitations</i> | 14 |
| 13 | Motion 05-017 (Council 2 Invitation)..... | 14 |
| 14 | Motion 05-018 (Recess)..... | 14 |
| 15 | DAY 2 | 14 |
| 16 | REPORTS - PRESIDENT | 15 |
| 17 | <i>Southeast Region Representative Vacancy on State Executive Board</i> | 15 |
| 18 | <i>Ratify Appointments</i> | 15 |
| 19 | AFL-CIO Vice Presidents..... | 15 |
| 20 | Main Motion 05-019 (Ratify AFL-CIO VP Appointments)..... | 15 |
| 21 | 2004 AFL-CIO Convention Delegates | 15 |
| 22 | Main Motion 05-020 (Ratify AFL-CIO Delegate Appointments)..... | 15 |
| 23 | Elections Committee..... | 16 |
| 24 | Main Motion 05-021 (Elections Committee Chair Appointment)..... | 16 |
| 25 | Grievance Review Committee | 16 |
| 26 | Main Motion 05-022 (Grievance Review Committee Appointment)..... | 16 |
| 27 | ASEA Judicial Panel..... | 16 |
| 28 | Main Motion 05-023 (ASEA Judicial Panel Appointment) | 16 |
| 29 | <i>Women’s Issues Committee</i> | 16 |
| 30 | Main Motion 05-024 (Women’s Issues Committee Appointment) | 16 |
| 31 | <i>Calendar of Events</i> | 16 |
| 32 | Main Motion 05-025 (Meeting Schedule) | 16 |
| 33 | <i>United Way Campaign</i> | 17 |
| 34 | <i>2004 AFL-CIO Convention</i> | 17 |
| 35 | Resolutions..... | 17 |
| 36 | REPORTS - COMMITTEES..... | 17 |
| 37 | <i>Bush Community Committee</i> | 17 |
| 38 | <i>Elections Committee</i> | 17 |
| 39 | <i>Grievance Review Committee</i> | 17 |
| 40 | Main Motion 05-026 (Removal)..... | 17 |
| 41 | ASEA Judicial Panel..... | 18 |
| 42 | <i>AFSCME International Gay and Lesbian Rights Advisory Committee</i> | 18 |
| 43 | <i>Class I Committee</i> | 18 |
| 44 | Main Motion 05-027 (Acceptance of Committee Reports) | 18 |
| 45 | Main Motion 05-028 (Suspend Orders of Day)..... | 18 |
| 46 | NEW BUSINESS..... | 18 |

| | | |
|----|--|----|
| 1 | <i>AFSCME Judicial Panel Ruling</i> | 18 |
| 2 | Main Motion 05-029 (Suspend Orders of Day) | 19 |
| 3 | REPORTS - BUSINESS MANAGER (CONTINUED) | 19 |
| 4 | <i>ASEA/AFSCME Local 52 2004 Biennial Convention Resolutions (continued)</i> | 19 |
| 5 | Resolution #50 | 19 |
| 6 | Main Motion 05-030 (Resolution #50) | 19 |
| 7 | NEW BUSINESS (CONTINUED) | 19 |
| 8 | <i>Reimbursements</i> | 19 |
| 9 | Main Motion 05-031 (Executive Session) | 19 |
| 10 | Main Motion 05-032 (Establish Investigative Subcommittee)..... | 19 |
| 11 | <i>Reimbursement of John Roxburgh AFSCME Convention Expenses</i> | 20 |
| 12 | Main Motion 05-033 (Expense Reimbursement) | 20 |
| 13 | Motion 05-033A (Increase Amount of Reimbursement)..... | 20 |
| 14 | <i>Reimbursements (continued)</i> | 20 |
| 15 | Main Motion 05-034 (Investigative Subcommittee Appointments)..... | 20 |
| 16 | <i>P&P 2.05.010 Labor-Management Committees</i> | 20 |
| 17 | Main Motion 05-035 (Proposed P&P Revision)..... | 20 |
| 18 | Motion 05-035A (Executive Session)..... | 20 |
| 19 | Motion 05-035B (To Table)..... | 20 |
| 20 | Main Motion 05-036 (Deferral to P&P Subcommittee) | 20 |
| 21 | <i>Staff Assistance to Committees</i> | 21 |
| 22 | <i>P&P 19.00.000 Teleconferences</i> | 21 |
| 23 | Main Motion 05-037 (Proposed P&P Revision)..... | 21 |
| 24 | MEMBER COMMENTS..... | 21 |
| 25 | ADJOURNMENT..... | 21 |
| 26 | Main Motion 05-038 (Adjournment) | 21 |
| 27 | | |

1 STATE EXECUTIVE BOARD MEETING
 2 SEPTEMBER 7-8, 2004 (Kenai)
 3 Kenai Merit Inn, 260 South Willow, Kenai AK
 4

5 **DAY 1**
 6

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

8 The quarterly business session of the State Executive Board convened at the Kenai Merit Inn in
 9 Kenai AK and was called to order at 8:30 a.m. by President Gordon Glaser. Secretary Michael
 10 Williams called the roll and noted for the record the following board members and staff to be
 11 present. The presence of a quorum was declared.
 12

13 Present are:

14 Barbara Brandt, Northern Region (Fairbanks/Northstar Borough) Representative
 15 Billie Benedict, Professional Representative
 16 Gloria Eggleton, Class I Representative
 17 Gordon Glaser, President
 18 Larry Nakata, Central Region Representative (Anchorage)
 19 Michael Williams, Secretary
 20 N. Sue Layton, Administrative Support Representative
 21 Toya Winton, Technical Representative
 22 Wade Wahrenbrock, Rural Representative
 23 Jim Duncan, Business Manager (with voice; no vote)
 24

25 Absent: Karen Zubillaga, Treasurer (absence excused)
 26

27 Also present: Administrative Assistant Roberta Holmes-Carter
 28

29 **ADOPT AGENDA**
 30

31 Main Motion 05-001 (Adopt Agenda)

32 Moved by Mike Williams, second by Toya Winton

33 To adopt agenda with the following amendments to be added:

- 34 • New Business - Reimbursements
- 35 • Unfinished Business – Class I Committee policy
- 36 • Business Manager – Candidate Endorsements; council invitations

37 Motion 05-001 passed, without objection.
 38

39 **MOMENT OF SILENCE IN MEMORY OF SHANE RUUTILA**

40 Shane Ruuttila was a founding member of ASEA/AFSCME Local 52.
 41

42 *(Board Instruction: For the signatures of the President and the Secretary, compose a letter of*
 43 *condolence to the immediate Shane Ruuttila Family, incorporating the AFL-CIO Convention*
 44 *resolution passed in memoriam for Shane.)*
 45

1 **APPRECIATION OF MIKE WILLIAMS**

2 President Gordon Glaser presented a plaque to Michael Williams, in recognition and
3 appreciation for the work that he did as Acting President, the inscription of which reads:

4
5 “Michael Williams
6 Our leader, who served us with courage and integrity during troubled times.
7 From a grateful union. September 2003 through March 2004.”
8

9 **APPROVAL OF MINUTES**

10
11 Main Motion 05-002 [Minutes of 5/6-7/04 (Anchorage)]

12 Moved by Barbara Brandt, seconded Toya Winton
13 To accept the minutes of May 6-7, 2004, (Anchorage), as written.
14 Motion 05-002 passed by majority.
15

16 **RECEIVE POLLS**

17
18 Main Motion 05-003 (Receive Polls of 4/14/04 and 4/28/04)

19 Moved by Mike Williams, seconded by Gloria Eggleton
20 To receive the following polls into the record:

- 21 • 5/24/04 Poll - To approve filing of paperwork to appeal [the Alaska Superior Court
22 decision] but withhold action pending settlement agreement with Legal Trust and State
23 Executive Board, not to exceed \$2,000-\$5,000. (MOTION FAILED)
- 24 • 7/30/04 Poll A - That ASEA sponsor a table at the AFL-CIO Convention dinner, not to
25 exceed \$1,000. (MOTION PASSED)
- 26 • 7/30/04 Poll B - That ASEA shall endorse Tony Knowles for United States Senate.
27 (MOTION PASSED)
- 28 • 7/30/04 Poll C - That ASEA endorse Don Young for United States House. (MOTION
29 PASSED)
- 30 • 8/23/04 Poll - To confirm appointment of Ernie Thomas as Vice President to the Alaska
31 AFL-CIO. (MOTION PASSED)

32 Motion passed 05-003, without objection.
33

34 **REPORTS – BUSINESS MANAGER**

35 Budget Review/Update

36 Business Manager Jim Duncan presented a report on the Budget for FY04 (Unaudited). (see
37 meeting exhibits 4A.1 and 2)
38

39 Main Motion 05-004 [Budget Transfers for FY04 (Unaudited)]

40 Moved by Mike Williams, seconded by Barbara Brandt

41 To adopt the budget transfers for FY04, recommended by the Business Manager as follows:

- 42 • Transfer \$15,000 from Leave Cash In Expense to Bargaining Unit Wages to pay to strike
43 related overtime activities
- 44 • Transfer \$3,500 from Health Insurance Tax & Benefits Expense to Payroll Taxes to pay for
45 strike related overtime activities

- 1 • Transfer \$2,000 from Health Insurance Tax & Benefits Expense to Staff Training due to
- 2 FY04 budget set before staff contract was signed.
- 3 • Transfer \$6,500 from Health Insurance Tax & Benefits Expense to Accrued Leave Expense
- 4 to pay to strike related overtime activities
- 5 • Transfer \$2,500 from Health Insurance Tax & Benefits Expense to Workers Comp Expense
- 6 because annual rate was slightly higher than budgeted amount
- 7 • Transfer \$3,800 from Health Insurance Tax & Benefits Expense to Hiring Expense to pay
- 8 for expenses related to hiring new business agent
- 9 • Transfer \$15,000 from Contract Consultants Operating Expense to Liability Insurance in
- 10 amount of \$3,400 because Directors/Officers policy is higher than budgeted; to Office
- 11 Supplies Expense in amount of \$2,500 for new logo design and stationary costs; to Printing
- 12 Expense in amount of \$1,600 for new logo design and stationary costs; to Telephone
- 13 Expense in amount of \$5,000 because long distance was higher than normal due to strike
- 14 activities; to F/C Charges for lease fee interest on equipment leases
- 15 • Transfer \$10,000 from Executive Board Expense to Legal Expense to pay for legal expenses
- 16 incurred in regards to Legal Trust
- 17 • Transfer \$10,000 from Postage Expense to Legal Expense to pay for legal expenses incurred
- 18 in regards to Legal Trust
- 19 • Transfer \$2,500 from Steward Training Expense to Arbitration Expense to pay for
- 20 arbitration expenses more than anticipated
- 21 • Transfer \$4,000 from Solidarity to Elections Expense for elections expenses slightly higher
- 22 than anticipated
- 23 • Transfer \$600 from Member Training/Education to Member Services to fund line item for
- 24 business agent trip to Sitka.

25
26 Motion 05-004 passed, without objection.

27
28 Business Manager Jim Duncan presented a review of Budget FY05. (see meeting exhibits 4A.2
29 and 3)

30
31 Main Motion 05-005 (Budget Transfers for FY05)

32 Moved by Toya Winton, seconded by Mike Williams

33 To adopt the budget transfers to the FY05 Budget as recommended by the Business Manager as
34 follows:

- 35 • Transfer \$50,000 from Bargaining & Strike Reserves Account (BSRA) to CNC Expenses
- 36 for CBA ratification and other CNC expenses 2005 plus overage from 2004
- 37 • Transfer \$10,000 from Repair & Maintenance to Rent Expense for the Anchorage Office
- 38 move, reallocate based on new space
- 39 • Transfer \$1,500 from Office Supplies Expense to Printing Expense for Anchorage Office
- 40 move, address changes, etc.
- 41 • Add \$3,000 to AFL-CIO Meeting Expense for Budget FY05 to cover AFL-CIO Convention
- 42 expenses missed in Budget FY05.

43
44 Motion 05-005A (Division of the Question)

45 On request by Barbara Brandt, the Chair ruled to consider a Division of the Question.

1 To divide the question, to address the Rent Expense, Printing Expense, and AFL-CIO
 2 Convention Expense budget transfers as presented by the Business Manager.
 3 Motion 05-005A passed, without objection.
 4

5 Main Motion 05-005 (Part 1: FY05 Budget Transfers)

6 To adopt the budget transfers to the FY05 Budget as recommended by the Business Manager as
 7 follows:

- 8 • Transfer \$10,000 from Repair & Maintenance to Rent Expense for the Anchorage Office
 9 move, reallocate based on new space
- 10 • Transfer \$1,500 from Office Supplies Expense to Printing Expense for Anchorage Office
 11 move, address changes, etc.
- 12 • Add \$3,000 to AFL-CIO Meeting Expense for Budget FY05 to cover AFL-CIO Convention
 13 expenses missed in Budget FY05.

14 Motion 05-005 (Part 1) passed, without objection.
 15

16 Motion 05-005 (Part 2: BSRA FY05 Budget Transfer)

17 To approve the budget transfers to the FY05 Budget as recommended by the Business Manager
 18 as follows:

- 19 • Transfer \$50,000 from Bargaining & Strike Reserves Account (BSRA) to CNC Expenses
 20 for CBA ratification and other CNC expenses 2005 plus overage from 2004
 21

22 Motion 05-005B (Motion to Table)

23 Moved by Barbara Brandt, seconded by Wade Wahrenbrock

24 To table Divided Motion 05-005B (Part 2) until after lunch.

25 Motion 05-005B passed, without objection.
 26

27 Motion 05-005 (Part 2) was tabled until after lunch.
 28

29 Anchorage Office Relocation

30 A status report was given on getting organized in the new facilities located at 1577 C Street,
 31 Suite 201, Anchorage AK 99501. All phone and fax numbers remain the same.
 32

33 Staff Update/Organizing/External Organizing

34 ~~Holly Keen, close friend to Reber Stein has resigned from state service and has moved to~~
 35 ~~Sitka.~~[amended by State Executive Board, minutes of December 10-11, 2004 (Fairbanks),
 36 Motion 05-040] Arrangements have been worked out with Laborers Local 341 to initiate a six-
 37 month LOA to keep Reber a staff member via remote location in his home located in Sitka. He
 38 will be issued a phone card (600 minutes for \$20). If the Union brings Reber in to Juneau for
 39 meetings or special projects, he will not be paid per diem or lodging. While in Sitka, should
 40 situations arise, Reber will visit worksites in lieu of the Union having to fly down either of the
 41 Business Agents in Juneau.
 42

43 Collections

44 The staff position in Collections is still vacant due to the new UnionWare database being fully
 45 established and working. The Union is working with the Data Processing Tech to automate the

1 collections process. There may be a need to hire a temporary person to assist the Data
2 Processing Tech until the process is worked out.

3
4 Main Motion 05-006 (Executive Session)

5 Moved by Barbara Brandt, seconded by Mike Williams

6 To move into executive session to protect the confidentiality of negotiations and/or litigation.

7 Motion 05-006 passed, without objection.

8 (The State Executive Board entered into executive session at 10:33 a.m.; resumed general
9 session at 10:48 a.m. to move into a five-minute recess at 10:48 a.m.; and again resumed the
10 record at 11:00 a.m.)

11

12 Grievances and Arbitrations

13 Business Manager Duncan reported status of grievance/complaint cases January 1, 2004, to
14 present.

15

16 Article 17 Class Series Review

17 The 2004 Article 17 Class Series Review listing has been submitted to the State, in accordance
18 with the timelines set out in the GGU CBA. (see meeting exhibit 4E)

19

20 AARC52 (Old ASEA Logo)

21 The Board addressed a request from President E. John Harris of the Alaska AFSCME Retiree
22 Chapter 52 (AARC52) to use the old ASEA logo artwork.

23 The Board briefly discussed that over the last couple of months the use of the Union's
24 logo has been getting rather widespread. The Business Manager stated awareness of the problem
25 and stated that it has been placed on the agenda to be discussed at the next staff meeting.

26

27 Main Motion 05-007 (AARC52 Request)

28 Moved by Toya Winton, seconded by Barbara Brandt

29 To allow Alaska AFSCME Retiree Chapter 52 to use the old ASEA logo.

30 Motion 05-007 passed, without objection.

31

32 Actions taken by Union to Protect Members Dispensing Medications

33 Business Manager Duncan reviewed the history of the issue. New regulations now allow for
34 specialized nursing duties to be delegated. The Union does not know what the impact is going to
35 be as Pioneer Homes are incorporating VA care.

36 Northern Region Rep. Barbara Brandt states that she feels that it is larger than the
37 Certified Nursing Assistant (CNA) issue: As well as other medications, Youth Counselors in
38 Fairbanks are being required to dispense narcotics-type medications to children; feels that
39 liability appears to be great for the affected state employees, in that the state employee is not
40 trained to recognize vital signs of incompatibility to the meds.

41 The Union is looking at the interpretation of the regulations and their application. It has
42 become more of an issue because of decreased staffing of nurses and the scarcity of nurses.

43 Class I Rep. Gloria Eggleton reiterates to the Board that non-nurses were dispensing
44 drugs in 1989. If CNAs and PNAs are expected to pass meds, are they going to receive adjusted
45 compensation? She would like the Union to look more deeply into the issue.

1 Technical Rep. Toya Winton expressed that the Union's ultimate job is to protect the
 2 members and wants the Union to address this problem before members are dismissed and it finds
 3 itself in the position of fighting for members' jobs. She feels that this is a matter of illegal
 4 dispensing of medications by unauthorized people.

5 Business Manager Duncan assured the Board that Business Agents have copies of the
 6 new regulations and are now reviewing those regulations and their applications.

7
 8 *(Board Instruction: President Gordon Glaser refers the issue to the Class I Committee to work*
 9 *with the Business Manager and the Business Agent(s) in offering a proposal for action to the*
 10 *Board.)*

11
 12 Actions Taken By The Union To Resolve Meals-Provided Issue At Youth Facilities

13 Business Manager Duncan reports that meals are now being provided for the midnight crew at
 14 the affected Youth Facility; however, there is still concern for the LOA language to be more
 15 clear, to avoid any further misinterpretation by the state.

16
 17 Steward/MAT Training Update

18 Business Manager Duncan presents the proposed Steward Policy revisions.

19
 20 Main Motion 05-008 (Draft P&P for Stewards)

21 Moved by Sue Layton, seconded by Wade Wahrenbrock

22 To move the draft policies and procedures for Stewards, as presented by the Business Manager,
 23 be referred to the Executive Board P&P subcommittee for review and for the P&P subcommittee
 24 to report back to the Board when ready.

25
 26 Motion 05-008A (To Postpone)

27 Moved by Larry Nakata, seconded by Barbara Brandt

28 To postpone the steward policy and Chief stewards Committee until after lunch.

29 Motion 05-008A passed, without objection.

30
 31 Motion 05-008, postponed until after lunch.

32 (The State Executive Board took a brief break at T3, R27 in preparation for a working lunch and
 33 to set up member comment period via 800-number, resuming the record at 1:00 p.m.)

34
 35 Wachovia Presentation by Wayne Pichon

36 Wayne Pichon reported on asset allocation as of 6/30/04 and the performance summary for the
 37 BSRA. (see meeting exhibit 13)

38
 39 **MEMBER COMMENTS**

40 Jackie Garcia, Member, Cook Inlet Chapter – Re: Issue of ESS 1 reclassification.

1 Main Motion 05-009 (Executive Session)

2 Moved by Barbara Brandt, seconded by Wade Wahrenbrock
 3 To enter into executive session to protect the confidentiality of negotiations and/or litigation.
 4 Motion 05-009 passed without objection.

5 (The State Executive Board entered into executive session at 1:22 p.m., resuming general
 6 session at 1:31 p.m.)

7

8 Main Motion 05-010 (Take off Table Motion 05-005 (Part 2))

9 Moved to bring by Mike Williams, seconded by Larry Nakata
 10 To take the divided motion, Motion 05-005 (Part 2: BSRA FY05 Budget Transfer) off the table.
 11 Motion 05-010 passed, without objection.

12

13 Restatement of Motion 05-005 (Part 2: BSRA FY05 Budget Transfer)

14 Moved by Toya Winton, seconded by Mike Williams
 15 To approve the budget transfers to the FY05 Budget as recommended by the Business Manager
 16 as follows:

- 17 • Transfer \$50,000 from Bargaining & Strike Reserves Account (BSRA) to CNC Expenses
 18 for CBA ratification and other CNC expenses 2005 plus overage from 2004

19

20 Motion 05-005C (To Postpone Motion 05-005)

21 Moved by Mike Williams, seconded by Barbara Brandt
 22 To postpone the budget transfer of \$50,000 for FY05 Budget as recommended by the
 23 Business Manager until the December 2004 quarterly meeting of the State Executive
 24 Board.

25 Motion 05-005C passed, without objection.

26

27 Main Motion 05-011 (Take off Table Motion 05-008)

28 Moved by Larry Nakata, seconded by Wade Wahrenbrock
 29 To take off the table Motion 05-008 (Draft P&P for Stewards).
 30 Motion 05-011 passed, without objection.

31

32 Restatement of Main Motion 05-008 (Draft P&P for Stewards)

33 Moved by Sue Layton, seconded by Wade Wahrenbrock
 34 To move the draft policies and procedures for Stewards, as presented by the Business Manager,
 35 be referred to the Executive Board P&P subcommittee for review and for the P&P subcommittee
 36 to report back to the Board when ready.

37

38 Central Area Rep. Larry Nakata spoke in favor of deferring proposed steward policy to
 39 the P&P Subcommittee. Business Manager requests that Business Agents George Zuke and Sue
 40 Ernise be involved. The P&P Subcommittee will meet two weeks from tomorrow at 4:00 p.m.
 41 to discuss the steward policy.

42

43 Motion 05-008 passed, without objection.

44

1 **REPORTS - BUSINESS MANAGER (continued)**

2 ASEA Home Page Update

3 The website's conversion to a dynamic database-driven platform has been completed, and the
4 Women's Committee's pink link has been established.

5 Future developments will

- 6 • feature a larger collection of past content;
- 7 • include dynamic front-page blocks that automatically announce committee and steward
8 vacancies when seats appear as "vacant" on the respective listing;
- 9 • continue the "Member Forum" to the new website; and,
- 10 • will include within the link for stewards a current steward listing per the Biennial
11 Convention resolution.

12
13 Webmail Implementation Update

14 The state has disallowed LDAP system access to the Union. The User I.D. can be identified and
15 generated by the Union; UnionWare will work on the programming of this task.

16
17 Business Leave Update

18 Contributions to the ASEA Business Leave Bank have been higher. Leave Bank balance reflects
19 high usage for Biennial Convention usage, strike preparation meetings, contract ratification
20 work, and the AFSCME Biennial Convention.

21 There is discussion regarding board members' personal experience on problems with
22 reimbursement of business leave usage against their personal/annual leave accounts.

23
24 (Without objection, the Chair calls for a break at 2:16 p.m.; resuming the record at 2:27 p.m.)

25
26 Lobbyist Report

27
28 Main Motion 05-012 (Executive Session)

29 Moved by Mike Williams, seconded by Larry Nakata

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

31 Motion 05-012 passed, without objection.

32
33 (The State Executive Board entered into executive session at 2:30 p.m. to receive the Lobbyist
34 Report, resuming general session at 3:16 p.m.)

35
36 ASEA Legal Services Trust

37
38 Main Motion 05-013 (Legal Trust LOAs)

39 Moved by Larry Nakata, seconded by Mike Williams

40 To approve the Letters of Agreement between the ASEA Legal Services Trust and

41 ASEA/AFSCME Local 52 regarding business leave usage and member information sharing.

42
43 Motion 05-013A (To Table)

44 Moved by Toya Winton, seconded by Gloria Eggleton

45 To table the LOAs between the ASEA Legal Trust and ASEA/AFSCME Local 52 until
46 Wednesday, September 8, 2004.

1
2 Sue Layton's call for the question failed for lack of a second.

3
4 Motion 05-013A failed 4:5, with a roll call vote as follows: Barbara Brandt, yes; Billie
5 Benedict, yes; Gloria Eggleton, yes; Larry Nakata, no; Mike Williams, no; Sue Layton,
6 no; Toya Winton, yes; Wade Wahrenbrock, no; and the Chair voting no after calling a
7 five-minute recess.

8
9 Rereading of Motion 05-013 (Legal Trust LOAs): To approve the Letters of Agreement between
10 the ASEA Legal Services Trust and ASEA/AFSCME Local 52 regarding business leave usage
11 and member information sharing.

12 Motion 05-013 passed, without objection.

13
14 Main Motion 05-014 (Suspend Orders of Day)

15 Moved by Wade Wahrenbrock, seconded by Mike Williams

16 To suspend the orders of the day and address unfinished business..

17 Motion 05-514 passed, without objection.

18
19 **UNFINISHED BUSINESS – P&P SUBCOMMITTEE**

20 P&P subcommittee Chair Barbara Brandt corrects the committee's offering for consideration;
21 Policy 4.07.000 is withdrawn at this time.

22
23 Main Motion 05-015 (Proposed Revisions to P&Ps)

24 Moved by Chairperson Barbara Brandt, on behalf of the P&P subcommittee

25 To remain status quo on job classifications at this time and accept AFSCME's classifications on
26 the new job positions; and, to approve posting notice of intent to adopt proposed revisions to
27 Policies 5.02.020, 2.03.020, 4.05.040, 2.02.020, and 2.03.070, corrected as follows:

- 28 • Revised Policy 5.02.020 - insert cap of "over \$500." (Secretary Mike Williams to work
29 with the Business Manager on where best to make the insertion.)
- 30 • Revised Policy 2.03.020 – Remove last sentence in section A.

31 Motion 05-015 passed, with one objection.

32
33 **REPORTS - BUSINESS MANAGER (continued)**

34 ASEA/AFSCME Local 52 Health Benefits Trust

35 The Health Benefits Trust is conducting independent elections for the Anchorage and Statewide
36 trustee positions. Election date is in October.

37
38 Main Motion 04-016 (Executive Session)

39 Moved by Toya Winton, seconded by Barbara Brandt

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

41 Motion 04-016 passed, without objection.

42
43 (The State Executive Board entered into executive session at 4:40 p.m., resuming general session
44 at 4:48 p.m.)

1 Probation/Parole Officers Update

2 Business Manager Duncan reported that ASEA prevailed in the ALRA decision on the attempt of
3 PSEA to decertify the Probation/Parole Officers.

4
5 ASEA/AFSCME Local 52 2004 Biennial Convention Resolutions

6 Business Manager Duncan reported to the Board actions taken to implement the resolutions
7 passed by the delegation at the ASEA 2004 Biennial Convention. (see meeting exhibit 4P)

8
9 Based on communication distributed to Billie Benedict, that the ASEA Health Benefits
10 Trust will not implement action called for through Resolutions 27 and 28.

11
12 *(Board Instruction: The Business Manager is to follow up with the ASEA Health Benefits Trust*
13 *regarding action they have taken in response to the convention resolutions; and, if no action,*
14 *why.)*

15
16 Political Endorsements

17 The State Executive Board has endorsed Tony Knowles and Don Young.

18
19 Council Invitations

20
21 *Motion 05-017 (Council 2 Invitation)*

22 Moved by Toya Winton, seconded by Gloria Eggleton

23 To send up to two Executive Board Members to the Council 2 meeting, to be held October 29
24 and 30, 2004, at the Coast Wenatchee Center Hotel, 201 North Wenatchee Avenue, Wenatchee,
25 WA 98801.

26 Motion 05-017 passed, without objection.

27
28 The Business Manager will accept an invitation from the Washington Federation of State
29 Employees, AFSCME AFL-CIO, to speak at their 41st Biennial Convention, to be held October 8
30 at the Doubletree SeaTac Hotel in Seattle WA (evening banquet); convening at 9:00 a.m.
31 October 9 and concluding October 10, 2004.

32
33 /Business Manager's report concludes at T4, 2833.

34
35 The Chair calls for an evening recess.

36
37 *Motion 05-018 (Recess)*

38 Moved by Toya Winton, seconded by Gloria Eggleton

39 To recess for the evening at 5:45 p.m. and resume general session September 8, 2004, at
40 8:30 a.m.

41 Motion 05-018 passed, without objection.

42
43 (Whereupon, the business session of the State Executive Board recessed for the evening.)

44
45 **DAY 2**

1 The business session of the State Executive Board resumed at the Kenai Merit Inn in Kenai AK
 2 and was called to order at 8:30 a.m. by President Gordon Glaser. Secretary Michael Williams
 3 called the roll and noted for the record the following board members and staff to be present. The
 4 presence of a quorum was declared.

5
 6 Present are:

7 Barbara Brandt, Northern Region (Fairbanks/Northstar Borough) Representative

8 Billie Benedict, Professional Representative

9 Gloria Eggleton, Class I Representative

10 Gordon Glaser, President

11 Larry Nakata, Central Region Representative (Anchorage)

12 Michael Williams, Secretary

13 N. Sue Layton, Administrative Support Representative

14 Toya Winton, Technical Representative

15 Jim Duncan, Business Manager (with voice; no vote)

16
 17 Absent: Wade Wahrenbrock, Rural Representative (absence excused); Karen Zubillaga,
 18 Treasurer (absence excused)

19
 20 Also present: Administrative Assistant Roberta Holmes-Carter

21
 22 **REPORTS - PRESIDENT**

23 Southeast Region Representative Vacancy on State Executive Board

24 Ballots have been mailed out to the board members to temporarily fill the vacancy of the
 25 Southeast Representative position on the Board, in accordance with Article 7.07 of the ASEA
 26 Constitution. This seat has a two-year term, from April 2003 to March 2005, at which time the
 27 term for this position will be up for general election.

28
 29 Ratify Appointments

30
 31 AFL-CIO Vice Presidents

32
 33 Main Motion 05-019 (Ratify AFL-CIO VP Appointments)

34 Moved by Larry Nakata, seconded by Barbara Brandt

35 To ratify the appointments of the following four of five AFL-CIO Vice Presidents: Gordon
 36 Glaser, Jim Duncan, Mary Lehman, and Michael Williams.

37 Motion 05-019 passed, without objection.

38
 39 (Note: See above, 8/2304 Poll confirming the appointment of Ernie Thomas as a vice president
 40 to the AFL-CIO.)

41
 42 2004 AFL-CIO Convention Delegates

43 On August 26-27, 2004, the 2004 Alaska AFL-CIO Biennial Convention was held at the Captain
 44 Cook Hotel in Anchorage AK.

45
 46 Main Motion 05-020 (Ratify AFL-CIO Delegate Appointments)

47 Moved by Mike Williams, seconded by Gloria Eggleton

1 To ratify the appointments of AFL-CIO Delegates to the 2004 AFL-CIO Convention, as follows:
 2 Gordon Glaser, Jim Duncan, Mary Lehman, Ernest Thomas, Michael Williams, Zuzanna
 3 Bobinski, Roberta Jassal, Sharron Laster, Debra Luker, Eileen Olson, Phillip Petrie, Fate
 4 Putman, Nancy Schrag, Vicki Spear-Shipley, and Shawn Staker.
 5 Motion 05-020 passed, without objection.

6
 7 Elections Committee

8
 9 Main Motion 05-021 (Elections Committee Chair Appointment)

10 *Recommendation of the Chair: To appoint Donald Faulkenburry as Chair of the ASEA Elections*
 11 *Committee.*

12 Moved by Larry Nakata, seconded by Toya Winton, to accept the recommendation of the Chair.
 13 Motion 05-021 passed, without objection.

14
 15 Grievance Review Committee

16
 17 Main Motion 05-022 (Grievance Review Committee Appointment)

18 *Recommendation of the Chair: To appoint Donald Faulkenburry to the Grievance Review*
 19 *Committee.*

20 Moved by Larry Nakata, seconded by Gloria Eggleton, to accept the recommendation of the
 21 Chair.

22 Motion 05-022 passed, without objection.

23
 24 ASEA Judicial Panel

25
 26 Main Motion 05-023 (ASEA Judicial Panel Appointment)

27 *Recommendation of the Chair: To appoint Kevin Holmes to Anchorage Member seat of the*
 28 *ASEA Judicial Panel.*

29 Moved by Barbara Brandt, seconded by Gloria Eggleton, to accept the recommendation of the
 30 Chair.

31 Motion 05-023 passed, without objection.

32
 33 Women's Issues Committee

34 The Board accepted the resignation of Gloria Eggleton from the Women's Issues Committee.

35
 36 Main Motion 05-024 (Women's Issues Committee Appointment)

37 *Recommendation of the Chair: To appoint Jade Bickmore of Juneau to the Women's Issues*
 38 *Committee.*

39 Moved by Barbara Brandt, seconded by Gloria Eggleton to accept the recommendation of the
 40 Chair.

41 Motion 05-024 passed, without objection.

42
 43 Calendar of Events

44
 45 Main Motion 05-025 (Meeting Schedule)

46 Moved by Barbara Brandt, seconded by Larry Nakata

1 To hold next scheduled quarterly meeting of the State Executive Board in Fairbanks,
 2 December 10-11, 2004.
 3 Motion 05-025 passed, without objection.

4
 5 United Way Campaign

6 Gordon Glaser has agreed to be the ASEA chairperson for the United Way Campaign for this
 7 year.

8 2004 AFL-CIO Convention

9
 10 Resolutions

11
 12 ASEA took the lead on resolutions on behalf of our membership, all five passed unanimously.
 13 (1) To fully fund ALRA; (2) To endorse the appropriation of funding by the Legislature for the
 14 Geographic Differential Study; (3) To support funding of all Collective Bargaining Agreements
 15 upon which tentative agreement has been ratified; (4) To oppose any attempt to take GGU
 16 employees and transfer them into the SU; (5) Resolution in Memoriam for Shane Ruuttila, a
 17 founder of ASEA/AFSCME Local 52 and Labor activist.

18
 19 Business Manager Duncan confirmed that of the 5 individuals appointed as vice
 20 presidents and of the 15 delegates (inclusive of the vice presidents), 10 were selected from
 21 ASEA chapter members. AFSCME International paid the proxy fees to carry the additional 26
 22 proxies to assure ASEA's full complement of votes on the floor.

23
 24 **REPORTS - COMMITTEES**

25 Bush Community Committee

26 Bush Community Committee Chairperson David Bradbury submitted a written report to the
 27 Board. (see meeting exhibit 7A)

28
 29 Elections Committee

30 Elections Committee Chairperson Donald Faulkenburry submitted the following reports to the
 31 Board: August 6, 2004, election results of the State Executive Board election to temporarily fill
 32 the Professional Representative position vacancy on the State Executive Board; and, August 19,
 33 2004, results of the ratification vote on the tentative Collective Bargaining Agreement. (see
 34 meeting exhibits 7B.1 and 2)

35
 36 Grievance Review Committee

37 Grievance Review Committee Chairperson Teresa Anderson submitted a written report to the
 38 Board. (see meeting exhibit 7C)

39
 40 Main Motion 05-026 (Removal)

41 Moved by Barbara Brandt, seconded by Billie Benedict
 42 To remove Kelly Martin from the Grievance Review Committee as requested by the Grievance
 43 Review Committee.
 44 Motion 05-026 passed, without objection.

45
 46 *(Board Instruction: Draft correspondence advising member of her removal, for the Secretary's*
 47 *signature.)*

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ASEA Judicial Panel

ASEA Judicial Panel Chairperson Joanne Olsen submitted a written report to the Board. (see meeting exhibit 7D)

AFSCME International Gay and Lesbian Rights Advisory Committee

AFSCME appointee to the International Gay and Lesbian Rights Advisory Committee, John Roxburgh, submitted a written report to the Board. (see meeting exhibit 7E)

Class I Committee

Class I Committee Chairperson Gloria Eggleton presented an oral report covering the following points:

- The Committee had discussed with Business Manager Jim Duncan and Information Officer Reber Stein about establishing a Class I website; that now has been established
- The Committee has touched based within the institutions other Class I's, soliciting any issues they may have
- The Committee is experience difficulty in getting members to attend committee meetings
- The most recent Class I Committee meeting was held August 11, 2004:
 - Tentative Agreement was reviewed
 - Encouraged Class I's to vote
 - next meeting will be September 14, 2004
- Discussed resolutions put forward by the Class I Committee at the ASEA 2004 Biennial Convention.

Main Motion 05-027 (Acceptance of Committee Reports)

Moved by Larry Nakata and seconded by Barbara Brandt
To accept all written and oral committee reports as presented.
Motion 05-027 passed, without objection.

(Board Instruction: Due to the low response to the Board's request for committee reports, President Glaser appointed Mike Williams and Toya Winton to contact the committee chairs regarding schedules of meetings and reports of committee activities.)

Main Motion 05-028 (Suspend Orders of Day)

Moved by Barbara Brandt, and seconded by Mike Williams
To suspend the agenda to address "Judicial Panel Case #04-44," under the last item of the agenda, "New Business - AFSCME Judicial Panel Ruling."
Motion 05-028 passed, without objection.

NEW BUSINESS

AFSCME Judicial Panel Ruling

Northern Region Rep. Brandt brought forward for discussion the decision in Judicial Panel Case #04-44, an elections protest that required the inclusion of disallowed ballots affecting the outcome of an election. No action was taken.

1 Main Motion 05-029 (Suspend Orders of Day)

2 Moved by Toya Winton, seconded by Barbara Brandt

3 To suspend the agenda to address agenda item, "Reimbursements."

4 Motion 05-029 passed, without objection.

5
6 Without objection, the Chair calls for a brief break.

7
8 (The State Executive Board took a brief recess at 9:30 a.m., resuming the record at 9:40 a.m.)

9
10 **REPORTS - BUSINESS MANAGER (continued)**

11
12 ASEA/AFSCME Local 52 2004 Biennial Convention Resolutions (continued)

13
14 Resolution #50

15 There was discussion and study by the Board on whether 100 signatures were needed on a
16 proposed ballot referendum to amend the constitution, in compliance with Resolution 50 that
17 passed without objection, meeting a two-thirds majority of the 2004 ASEA Biennial Convention
18 delegation.

19
20 Main Motion 05-030 (Resolution #50)

21 Moved by Gloria Eggleton, seconded by Barbara Brandt

22 To act on Resolution #50 to amend the ASEA/AFSCME Local 52 Constitution, using the normal
23 procedure in Article 6.07.A.3 of the ASEA Constitution and acquiring the signatures of at least
24 100 members in good standing. The amendment shall add the Class I Committee to standing
25 committee status, in accordance with Robert's Rules of Order (Newly Revised).

26 Motion 05-030 passed, without objection.

27
28 **NEW BUSINESS (continued)**

29 Reimbursements

30
31 Main Motion 05-031 (Executive Session)

32 Moved by Toya Winton, seconded by Barbara Brandt

33 To move into executive session to protect the privacy of individuals.

34 Motion 05-031 passed, without objection.

35
36 (The State Executive Board entered into executive session at 9:48 p.m., resuming general session
37 at T5, R2762.)

38
39 Main Motion 05-032 (Establish Investigative Subcommittee)

40 Moved by Toya Winton, seconded by Gloria Eggleton

41 To establish an Executive Board investigative subcommittee to investigate possible misuse of
42 ASEA funds concerning cell phone call cards and staff parking spots, to revert back to 2000, ~~to~~
43 ~~Executive Board members~~[amended by State Executive Board, minutes of December 10-11,
44 2004 (Fairbanks), Motion 05-040].

45 Motion 05-032 passed, without objection.

1 Reimbursement of John Roxburgh AFSCME Convention Expenses

2
3 Main Motion 05-033 (Expense Reimbursement)

4 Moved by Mike Williams, seconded by Toya Winton

5 To reimburse \$500 to John Roxburgh for AFSCME Convention expenses associated with the
6 AFSCME International Gay and Lesbian Rights Advisory Committee.

7
8 Motion 05-033A (Increase Amount of Reimbursement)

9 Moved by Barbara Brandt, seconded by Gloria Eggleton

10 To amend the expense amount for reimbursement to \$987.97.

11 Motion 05-033A passed, without objection.

12
13 Motion 05-033 as amended passed, without objection.

14
15 Reimbursements (continued)

16
17 Main Motion 05-034 (Investigative Subcommittee Appointments)

18 *Recommendation of the Chair: To appoint Toya Winton, Billie Benedict, and Mike Williams to*
19 *the investigative subcommittee of the Board.*

20 Moved by Barbara Brandt, seconded by Gloria Eggleton to accept the recommendation of the
21 Chair.

22 Motion 05-034 passed, without objection.

23
24 P&P 2.05.010 Labor-Management Committees

25
26 Main Motion 05-035 (Proposed P&P Revision)

27 Moved by Barbara Brandt, seconded by Toya Winton

28 To have the P&P subcommittee review Policy 2.05.000 Labor-Management Committee to
29 possibly insert a member of leadership as a member of the committee.

30
31 Motion 05-035A (Executive Session)

32 Moved by Larry Nakata, seconded by Toya Winton

33 To enter into executive session to protect the privacy of individuals.

34 Motion 05-035A passed, without objection.

35
36 (The State Executive Board entered into executive session at 10:24 a.m.; resuming general
37 session at 10:56 a.m.)

38
39 Motion 05-035B (To Table)

40 Moved by Barbara Brandt, seconded by Gloria Eggleton

41 To table Motion 05-035

42 Motion 05-035B passed, without objection.

43
44 Main Motion 05-036 (Deferral to P&P Subcommittee)

45 At the request of the Chair, the orders of the day are suspended to defer New Business agenda
46 items "P&P 4.01.000, State E-Board Protocol: Absences"; and "P&P 22.00.000 Election

1 Process” back to the P&P subcommittee, due to the absence of Wade Wahrenbrock, Rural
2 Representative.

3 Motion 05-036 passed, without objection.
4

5 Staff Assistance to Committees

6 President Glaser commends staff for their assistance to committees. The Business Manager
7 urges the members of ASEA and the Board to utilize staff in assisting committees.
8

9 P&P 19.00.000 Teleconferences
10

11 Main Motion 05-037 (Proposed P&P Revision)

12 Moved by Barbara Brandt, seconded by Toya Winton

13 To change 19.00.000.A. to read, “No meal allowance or other expenses, except business leave
14 when required, shall be paid for any teleconferences, unless authorized by the business
15 manager.”

16 Motion 05-037 passed, without objection.
17

18 Without objection the Chair calls for a recess until 12:00 noon, time-certain for Member
19 Comments, at T6, R718, resuming the record at T6, R752.
20

21 **MEMBER COMMENTS**

22 A telephonic connection was established for all incoming calls from members wishing to address
23 the Board. No calls received; no members present.
24

25 **ADJOURNMENT**
26

27 Main Motion 05-038 (Adjournment)

28 Moved by Toya Winton, seconded by Gloria Eggleton

29 To adjourn.

30 Motion 05-038 passed, without objection.
31

32 (Whereupon, the meeting adjourned at 1:00 p.m.)
33

34 Respectfully submitted by

35 Michael R. Williams, Secretary

36 State Executive Board

37 ASEA/AFSCME Local 52, AFL-CIO