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PENDING APPROVAL OF STATE EXECUTIVE BOARD

MINUTES OF ASEA/AFSCME LOCAL 52 Quarterly Business Session State Executive Board May 23-24, 2012 (Seward AK)

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**QUARTERLY BUSINESS SESSION OF THE
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD
MAY 23-24, 2012
THE BREEZE INN - SEWARD AK**

DAY ONE – 5/23/2012

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

The quarterly business session of the State Executive Board convened in the Mt. Alice conference room of the Breeze Inn, and was called to order at 8:30 a.m. by President Val 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
Jerry Soplanda, Northern Region (Fairbanks) Representative
Kathy Atkinson, Professional Representative
Lynnette Barkowski, Administrative Support Representative
Maureen “Mo” Koezuna, Bush Representative
Pamela Harper, Technical Representative
Jud Kirkness, Municipal Representative
Jim Duncan, Business Manager (with voice/no vote)

Excused: Chuck Stewart, Class I Representative; Robert Sewell, Southeast Representative; and Bruce Dougherty, Central Representative

Also present: Administrative Assistant III MaryAnn Ganacias, and International Union Rep. Aaron Cole and AFSCME IVP Greg Devereux – arrived at 8:55 a.m.

Member(s) present: None

OBLIGATION OF AN OFFICER

Newly elected ASEA/AFSCME Local 52, AFL-CIO, State Executive Board members, Municipal Unit Representative Jacob ‘Jud’ Kirkness, and Central Region Representative Bruce Dougherty (telephonically during Member Comments) were sworn in under and subscribed to the “*Obligation of an Officer*”. Southeast Region Representative Robert Sewell - Obligation pending.

Note of Record: The following Officer have previously subscribed to the Obligation of an Officer and whose oath will continue as there was no break in service on the State Executive Board. The Officers are as follows: Michael Williams - Secretary, Chris Pace - Treasurer, Lynnette Barkowski - Admin Support, Pam Harper - Technical Rep and Mo Koezuna - Bush Regions Rep.

1 **ADOPT AGENDA**

2 Main Motion 12-102 (Adopt Agenda)

3 Moved by Pam Harper, seconded by Jerry Soplanda

4 To adopt the agenda as presented.

5

6 Amendment 12-102

7 The following amendments to the agenda were brought forward:

8

9 ■ Poll: Legislative Committee Chair Appointment

10 ■ Under the Business Manager's report – following Chapter Reporting, add 'Steward Training'

11 ■ Prior to Lobbyist Report, add AFSCME Report from Int'l Union Representative Aaron Cole

12

13 Amendment 12-102A passed, without objection.

14

15 Main Motion 12-102 as amended passed, without objection.

16

17 **APPROVE MINUTES (2/22-23/2012)**

18 Main Motion 12-103 (Adopt 2/22-23/2012 Quarterly Business Session)

19 Moved by Pam Harper, seconded by Lynnette Barkowski

20 To approve the February 22-23, 2012, minutes (Quarterly Business Session-Juneau) as presented.

21

22 Main Motion 12-103 passed, without objection.

23

24 **RECEIVE INTO RECORD ANY POLLS**

25 Main Motion 12-104 (Accept Poll into record – Various)

26 Moved by Chris Pace, seconded by Mo Koezuna

27

28 ■ 3/14/12 (Biennial Convention - Special Rules of Order) approved the proposed convention rules
29 and order of business for the 14th Biennial Convention 2012.

30 ■ 3/15/12 (Biennial Convention - Chair: Legislative Committee) approved the appointment of Troy
31 Nicolson as Chair to the 14th Biennial Convention Legislative Committee.

32 ■ 3/15/12 (Biennial Convention - Appointment to Constitutional Amendments Committee)
33 approved the appointment of Steve McCombs (Buffalo Chapter) to the Constitutional
34 Amendments Committee

35 ■ 3/20/12 (Subcommittee - Judicial Panel Charges) approved the appointment of Chris Pace, Charles
36 Stewart and Kathy Atkinson to the Subcommittee of the Board to hear Judicial Panel charges.

37 ■ 4/19/12 (CNC Appointments: Rural and Seasonal seats) approved the appointment of Steve
38 Oswald (Valdez) to the Rural Negotiator seat and Jason Jordet (Mat-Su) to the Seasonal Alternate
39 seat on the Contract Negotiating Committee.

40

41 Main Motion 12-104 passed, without objection

1
2 **REPORT – BUSINESS MANAGER**

3 Budget Review/Update

4 FY12 Budget

5 The Business Manager presented the FY12 Balance Sheet, with no questions from the Board.

6
7 Regarding the Budget for FY12, ending March 31, 2012, (Budget vs. Actual) the following items were
8 especially noted:

9
10 **EXPENSES**

11 The ASEA/AFSCME Local 52 14th Biennial Convention is over budget. No adjustments are needed at
12 this time as the Governance Expense may balance out over the fiscal year.

13
14 Main Motion 12-105 (FY12 - Women's Issues Committee Budget)

15 Moved by Michael Williams, seconded by Jerry Soplanda

16 To appropriate \$550 from Contributions to the Women's Issues Committee.

17
18 Main Motion 12-105 passed, without objection

19
20 (The State Executive Board took a break at 9:50 a.m., and resumed in general session at 10:00 a.m.)

21 Wells Fargo Advisors Presentation (Times Certain – 10:00 a.m.) - presented by Wayne Pichon

22 Wayne Pichon, of Wells Fargo Advisors telephonically reported to the Board the performance review of
23 the reserve accounts for the period ending March 31, 2012, and continued the presentation in Executive
24 Session. An Executive Summary was incorporated into the minutes at Exhibit A. A copy of which is
25 available for review upon filing of an Information Request to the Business Manager.

26
27 Main Motion 12-106 (Executive Session)

28 Moved by Michael Williams, seconded by Mo Koezuna

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

31
32 Main Motion 12-106 passed, without objection

33
34 (The State Executive Board entered into Executive Session at 10:18 a.m., resuming the record in general
35 session at 10:29 a.m.)

36
37 Alaska Airlines EasyBiz Account

38 As of May 10, 2012, the Alaska EasyBiz account has a balance of 384,881 miles. 50,000 miles were used
39 for meetings and arbitrations.

40 The Alaska Airlines Visa account has a balance of 1,025,016 miles, with no miles used.

1 FY13 Adopted Budget

2
3 Main Motion 12-107 (FY13 - State Executive Board Budget)

4 Moved by Mo Koezuna, seconded by Jerry Soplanda

5 To increase the State Executive Board budget by \$10,000.

6
7 Main Motion 12-107 passed, without objection

8
9 CAPITAL BUDGET

10 The Business Manager provided an update on the ASEA Headquarters building to the Board. The capital
11 budget will cover the renovations to the headquarters building and will begin January/February 2013.

12 Collections Update

13 The Business Manager presented the Collections report to the Board. For FY2012 we have collected
14 \$24,118.29. The net estimated outstanding dues to be collected, as of April 2012, are approximately
15 \$6,693.

16 Staffing Update

17 The Business Manager reported that the Accountant position has been filled by Nora Britt, who has an
18 extensive accounting background and has begun work on May 14th.

19 The half-time ASEA and PSEA business agent position in the Juneau office will not be filled and
20 will be held vacant.

21 Statewide Elections 2012

22 The Business Manager presented the election reports for 2012 to the board. Vacancies in the elected
23 offices are as follows: State Executive Board Rural Region Seat and Contract Negotiating Committee
24 Rural Alternate Seat.

25
26 Main Motion 12-108 (Solicitation for Vacancies)

27 Moved by Chris Pace, seconded by Jerry Soplanda

28 To authorize the Business Manager to solicit for the Rural Representative Seat on the State Executive
29 Board and Rural CNC Alternate seat.

30
31 Main Motion 12-108 passed, without objection

32 Contract Negotiating Committee (CNC) Update

33 Fairbanks North Star Borough Supervisors

34 The Business Manager presented the bargaining updates to the Board which provided the current status of
35 the negotiations process.

36
37 City & Borough of Sitka (CBS) Municipal Unit

38 The Business Manager provided a summary of the current status of the City of Sitka's collective
39 bargaining agreement. The CBS chapters will need to elect their CNC members and will begin
40 organizational meetings during this fall/winter. The contract expires June 30, 2013.

SOA General Government Unit

The Business Manager provided a summary of the current status of the Contract Negotiating Committee. The CNC met May 7-8, 2012, for their first organizational meeting. The CNC has requested that the State Executive Board participate in the meeting on August 6th from 10:00 a.m. until 12 noon, either in person or telephonically, to provide input to the CNC.

Internal Organizing/Worksite Meetings

The Business Manager provided an overview of the Internal Organizing/Worksite Meetings for the next two quarters. Beginning in June, worksite meetings will be held to educate members about ASEA “*Who is ASEA/AFSCME Local 52?*”

The next quarter, beginning after Labor Day, meetings will be held for the membership to meet their Contract Negotiating Committee member.

(The State Executive Board took a break at 11:51 a.m., resuming in general session at 12:00 p.m.; Kathy Atkinson is excused for one hour.)

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

A telephonic connection was established at 12:00 p.m. for all incoming calls from members wishing to address the Board.

- Bruce Dougherty, Central Region Representative – Oath of Office and Anchorage Solidarity Picnic

REPORT – BUSINESS MANAGER (CONTINUED)

Rural/Bush Chapter Travel and Contact

The Business Manager presented the Rural/Bush Chapter travel and contact report to the Board. Chapters that have not been previously visited will be scheduled for worksite visits and/or chapter meetings.

Chapter Reporting Update

The Business Manager presented the Chapter reporting update to the board. One chapter, Valdez has not satisfied their chapter reporting requirements and currently has sharing withheld.

Chapters are required to submit and Automated Clearing House (ACH) form to ASEA to continue receiving sharing. ACH forms still have not been received from the following chapters (sharing is being withheld): Cook Inlet, Delta Junction, Midnight Sun (Fairbanks), Petersburg, Seward, Sitka and Valdez.

(The Member comments segment of the agenda concluded with telephonic disconnection at 12:18 p.m., with the State Executive Board taking a break and resuming the record in general session at 1:58 p.m.)

REPORT – AFSCME INTERNATIONAL UNION REPRESENTATIVE

AFSCME International Union Representative Aaron Cole addressed the Board regarding the latest events/news, especially noting the following:

- *AFSCME Works* publication: Members participating in media training

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- 1 ▪ AFSCME Social Networking training – YouTube, Facebook, Twitter, etc.
- 2 ▪ 40th AFSCME International Convention – Agenda, elections, workshops, and logistics.
- 3 ▪ 14th ASEA Biennial Convention – Consent Calendar/Agenda and Committees
- 4 ▪ Legislation regarding collective bargaining in other states
- 5 ▪ Washington DC AFSCME Corrections United – further reported by Charles Stewart

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

8 Lobbyist Report

9 The Assistant Business Manager/Lobbyist Fate Putman provided a report to the Board in Executive
10 session.

12 Main Motion 12-109 (Executive Session)

13 Moved by Michael Williams, seconded by Jerry Soplanda

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

17 Main Motion 12-109 passed, without objection

18 External Organizing

19 The Business Manager provided an update in executive session.

21 (The State Executive Board entered into executive session at took a break at 2:13 p.m., resuming the
22 record in general session at 2:39 p.m.)

23 Steward Training

24 The Business Manager presented the Steward Training report and evaluation summary to the Board.

25 Steward training was provided on April 4th for Basic training and April 5th for Advanced training
26 in the urban locations with rural and bush chapters attending in their urban ASEA representative office
27 location. 42 stewards attended Basic and 86 stewards attended Advance training. The City of Sitka
28 stewards attended training in Juneau.

29 New Hire Orientation/Membership Trend

30 The Business Manager presented the New Hire Orientation report to the board. For the period of
31 February 1, 2012, through May 10, 2012, there have been 296 new hires that have attended the orientation
32 in person and telephonically.

33 Member Advancement Program (MAP)

34 The Business Manager presented the Member Advancement Program report to the Board. During the
35 reporting period there were 74 new contributors with a total of 1552 contributors, approximately 17.82%
36 of the membership.

37 Political Action Program (PAC)

38 The Business Manager presented the PAC participant report to the Board. As of April 30, 2012, 10.39%
39 of the membership contributes to the PAC.

1 Unit Clarifications/PUC/Appeal

2 During the period of January 15, 2012, through May 1, 2012, we have had thirteen (13) new clarifications
3 added to the GGU and eighteen (18) to the Supervisory Unit. There have been 31 total unit clarifications
4 for the reporting period.

5 Business Leave Update

6 SOA GGU Business Leave Update

7 The Business Manager presented the Business Leave Bank Update to the Board. There was a large draw
8 down in March and April for the convention and steward training.

9
10 City of Sitka Business Leave Update

11 The Business Manager presented the Business Leave Bank Update to the Board. The turnover in the City
12 of Sitka is low which limits contributions to the Bank. The Board has allocated \$2,500 to cover business
13 leave usage and CBS steward training.

14 Catastrophic Leave Update

15 During the period of February 1, 2012, through April 30, 2012, ASEA has approved 47 members with a
16 total usage of 401.85 hours. The balance of the Catastrophic Leave bank is 449.47 hours.

17 Emergency Leave Bank Update

18 During the period of February 1, 2012, through April 30, 2012, ASEA has approved 41 members. The
19 balance of the Emergency Leave bank is \$307,258.63. There are 1,828 GGU employees in the
20 Emergency Leave Bank.

21
22 (The State Executive Board took a break at 3:34 p.m., resuming the record in general session at 3:43 p.m.)

23 Injury Leave Bank Update

24 During the period of February 1, 2012, through April 30, 2012, ASEA has approved twelve (12) members
25 that used the Injury Leave bank for a total usage of 321.93 hours. The balance of the Injury Leave bank is
26 \$463,646.87.

27 Grievance and Arbitration Report

28 The Business Manager presented the Arbitration report to the Board. Seventeen (17) arbitrations have
29 been scheduled for CY2012.

30 The Business Manager presented the Grievance report to the Board with no questions from the
31 Board. As of May 10, 2012, there are 328 cases currently ongoing and open with the State of Alaska.

32 Publications/Communications Report

33 The Business Manager presented the Publications/Communications report to the Board.

34
35 //End of Business Manager's Report

36
37 **REPORT – AFSCME INTERNATIONAL VICE PRESIDENT**

1 AFSCME International Vice President Greg Devereux provided an update of current events to the Board,
2 especially noting the following:

- 3
- 4 ▪ Current Political Landscape
- 5 ▪ Update of legislation that passed which affect Unions such as elimination of provisions regarding
6 early retirement of new hires
- 7 ▪ Organizing Campaigns – Organized three groups such as Medicaid Interpreters
- 8 ▪ AFSCME International Convention – Elections, International Vice Presidents seats
- 9 ▪ Retirement of Larry Scanlon – AFSCME International Political Action Director
- 10 ▪ Member Engagement – Member interests, local meetings, venues, conservative caucuses

11

12 The State Executive Board recessed for the evening at 4:26 p.m.

13

14 **DAY TWO – 5/24/2012**

15

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

17 The quarterly business session of the State Executive Board reconvened in the Mt. Alice conference room
18 of the Breeze Inn, and was called to order at 8:30 a.m. by President Val Kenny. Secretary Michael
19 Williams called the roll and noted for the record the following board members and staff to be present.
20 The presence of a quorum was declared.

21

22 Present were:

23 Valerie Kenny, President
24 Michael Williams, Secretary
25 Chris Pace, Treasurer
26 Jerry Soplanda, Northern Region (Fairbanks) Representative
27 Kathy Atkinson, Professional Representative
28 Lynnette Barkowski, Administrative Support Representative
29 Maureen “Mo” Koezuna, Bush Representative
30 Pamela Harper, Technical Representative
31 Jud Kirkness, Municipal Representative
32 Jim Duncan, Business Manager (with voice/no vote)

33

34 Excused: Chuck Stewart, Class I Representative; Robert Sewell, Southeast Representative; and Bruce
35 Dougherty, Central Representative

36

37 Also present: Administrative Assistant III MaryAnn Ganacias, and International Union Rep. Aaron Cole
38 and AFSCME IVP Greg Devereux

39

40 Member(s) present: None

41

42 **REPORT – PRESIDENT**

43 Committee Reports

44 Committee reports are noted and accepted into the record and incorporated into the minutes at Exhibit B,
45 a copy of which is available upon filing of an Information Request to the Business Manager.

46

**ASEA/AFSCME Local 52 State Executive Board
Quarterly Business Session
May 23-24, 2012 (Seward AK)**

1 Executive Board Committee Liaisons present provided a verbal presentation for the following
2 committee(s):

3 Bush Community Committee

4
5 Written Committee reports were provided to the Board from the following committee(s):

6
7 Election Committee

8 Grievance Review Committee

9 Judicial Panel

10 Presidents Committee

11 Women's Issues Committee

12
13 Note of Record: The AFSCME Delegate Election of ASEA/AFSCME Local 52, with an allocation of 12
14 Delegates, resulted in a tie for the 12th Delegate position. Monica Ford, outgoing State Executive Board
15 member, yielded her position as a tied delegate to be the 1st Alternate. Future elections will include how a
16 tie will be broken in the voting instructions included with the election ballot.

17
18 Main Motion 12-110 (Subcommittee of the Board for Policies and Procedures)

19 Moved by Jerry Soplanda, seconded by Lynnette Barkowski

20 To accept the Chairs appointments of Michael Williams, Pam Harper, Jerry Soplanda, and Mo Koezuna to
21 a subcommittee of the State Executive Board to draft guidelines for chapters and committees for the
22 Policies and Procedures.

23
24 Main Motion 12-110 passed, without objection

25
26 Main Motion 12-111 (Membership Surveys)

27 Moved by Chris Pace, seconded by Lynnette Barkowski

28 Surveying ASEA members regarding the union goals, objectives or performance shall be conducted by
29 the ASEA State Executive Board.

30
31 Main Motion 12-111 passed, without objection

32
33 Main Motion 12-112 (Written Committee Reports)

34 Moved by Pam Harper, seconded by Jerry Soplanda

35 To accept the written committee reports into the record.

36
37 Main Motion 12-112 passed, without objection

38 Election of the Judicial Panel – Vacant Seats

39 The State Executive Board reviewed the solicitations of interest received within the deadline from
40 interested members to fill the vacant elected positions for the Judicial Panel. All interim appointments of
41 the Board will be filled until the next scheduled statewide election.

42
43 Main Motion 12-113 (Interim Judicial Panel Appointments)

44 Moved by Chris Pace, seconded by Jerry Soplanda

1 To accept the Chair's appointment of David Garcia (Ketchikan) to the Rural/Bush Judicial Panel Primary
2 seat.

3
4 Main Motion 12-113 passed, without objection

5
6 **CENTRAL JUDICIAL PANEL SEATS**

7 The Business Manager conducted a secret ballot election of the Board for the vacant Central Judicial
8 Panel Seats. Each Board member present chose two candidates. The election results are as follows:

9
10 Imeda White – 9 Jeffrey Brown – 2
11 Celia Rozen – 1 Shannon Deike – 6

12
13 Imeda White received the highest amount of votes and is elected to fill the Primary Central seat.
14 Shannon Deike with the second highest amount of votes and is elected to fill the Alternate Central seat.

15 Committee Appointments

16 Appointments for vacant seats on Appointed Committees will be delayed until the review of the
17 Subcommittee of the Board to review and establish draft guidelines for committees and chapters.
18 Appointments will be made during the September Quarterly Business session.

19
20 (The State Executive Board took a break at 10:37 a.m. for Board members to check-out of hotel, resuming
21 the record in general session at 11:34 a.m.)

22
23 **REPORT – TREASURER**

24 There was no Treasurer's report provided at this time.

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

26 Telephonic connection was established at 11:45 a.m. for any committees wishing to address the Board
27 with the meeting continuing until a call is joined.

28
29 **MEMBER COMMENTS – TIMES CERTAIN AT 12:00 p.m.**

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

- 32
33
 - Vanessa George (Juneau): Clarification of Committee policies/guidelines
 - Jonathan Thompson (Anchorage): No comment at this time

34
35 Committee Reports (Continued)

36 Next Wave Committee
37 AFSCME Corrections United
38 Class I Committee
39 Probation and Parole Committee

40
41 **NEW BUSINESS (CONTINUED)**

Calendar of Events

The next schedule meeting of the State Executive Board will be August 6th to provide input to the Contract Negotiating Committee.

The fall Quarterly Business session and retreat will occur after the Labor Day events in Fairbanks, Alaska as follows:

- September 3, 2012, the Board will participate in the Labor Day parade and picnic;
- The Quarterly Business session will be one-day and held on September 4, 2012;
- The two-day retreat will be held on September 5-6, 2012.
- Chapter Presidents will be solicited for input and written comments for review at retreat.

The winter Quarterly Business Session will be held in Anchorage on December 12-13, 2012.

UNFINISHED BUSINESS

There was no unfinished business at this time.

NEW BUSINESS

There was no new business at this time.

ADJOURNMENT

(Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board adjourned at 12:37 p.m.)

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