PENDING APPROVAL OF THE
STATE EXECUTIVE BOARD

MINUTES OF
ASEA/AFSCME LOCAL 52
Quarterly Business Session
State Executive Board
February 6-7, 2017
(Juneau AK)

Minutes Amended*:
See May 9-11, 2017 Minutes, Motion 17-080

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QUARTERLY BUSINESS SESSION OF THE  
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD  
February 6-7, 2017  
DOUGLAS ROOM, BARANOF WESTMARK HOTEL – JUNEAU AK

DAY ONE – February 6, 2017

CALL TO ORDER AND ROLL CALL (8:30 a.m.)
The Quarterly Business Session of the State Executive Board convened in the Douglas Room at the Baranof Westmark Hotel Juneau and was called to order at 8:30 a.m. by President Dawn Bundick. Secretary Michael Williams called the roll and noted for the record that the following board members, guests and staff were present. The presence of a quorum was declared.

Present were:
Dawn Bundick, President
Michael Williams, Secretary
John White, Treasurer
Beth Siegel, Northern Region Representative
Ken Cramer, Central Representative
Maureen “Mo” Koezuna, Bush Representative
Nadine Lefebvre, Southeast Representative
Steven “Steve” Oswald, Rural Representative
Richard “Rich” Sewell, Professional Representative
Tonia Thayer, Technical Representative
William “Bill” Hunt, Administrative Support Representative
Jim Duncan, Executive Director (with voice/no vote)

Excused Absence:
Jason Avery, Municipal Representative

Also present: Tam Tocher, Assistant Regional Director, AFSCME International
Shawn Alexander, GGU Midnight Sun Chapter
Shannon Duncan, Guest
Joyce Winton, ASEA Administrative Assistant
Toya Winton, ASEA Staff Union Member

OBLIGATION OF AN OFFICER
Duly elected ASEA/AFSCME Local 52, AFL-CIO, State Executive Board member Tonia Thayer, Technical Representative, was sworn in and subscribed to the “Obligation of an Officer.”

ADOPT AGENDA
Main Motion 17–051 (Adopt Agenda)
Moved by Mo Koezuna, seconded by Bill Hunt
To adopt the agenda as written.
Amendment 17–051A (Adopt Agenda) [General Consensus]
Without objection, the agenda was amended to add Judicial Panel under NEW BUSINESS and to remove the TIMES CERTAIN Lobbyist Report.
Amendment 17-051A passed.
Main Motion 17–051 passed as amended, without objection.

APPROVE MINUTES (12/15-16/2016)
Main Motion 17–052 (Adopt 12/15-16/2016 Minutes – Quarterly Business Session – Anchorage)
Moved by Mo Koezuna, seconded by Bill Hunt
To accept the December 15-16, 2016, minutes (Quarterly Business Session – Anchorage) into the record with correction to the CALL TO ORDER AND ROLL CALL on page 9 to document that Maureen “Mo” Koezuna was present at the December 16, 2016 Quarterly Business Session.
Main Motion 17-052 passed, without objection.
(Nadine Lefebvre arrived at 8:36 a.m.)

ELECTION REPORT
Main Motion 17–053 (Election Report)
Moved by Michael Williams, seconded by Mo Koezuna
To accept the Election Report in to the record.
Main Motion 17-053 passed, without objection.

PERSONNEL ISSUE
Main Motion 17–054 (Personnel Issue)
Moved by John White, seconded by Bill Hunt
The Chair ruled Main Motion 17-054 Out of Agenda Order
Subsidiary Motion 17-054A (Personnel Issue)
Moved by John White, seconded by Bill Hunt
To appeal the decision of the Chair.
(Rich Sewell arrived at 8:42 a.m.)
Ayes: 5; Noes: 5; Abstention: 1
In a tie vote, the Chair is sustained and the motion is ruled out of agenda order.

Main Motion 17–055 (Executive Session) [General Consensus]
Without objection, the Board entered in to Executive Session for the purpose of discussing personnel.
Main Motion 17–055 passed.
(The Executive Board entered in to Executive Session at 8:50 a.m., took a break at 9:48 a.m. and reconvened in to Executive Session at 10:01 a.m., resuming the record in general session at 10:43 a.m.)

REPORT — EXECUTIVE DIRECTOR

Wells Fargo Advisors Presentation (At 10:44 a.m.) — presented by Rachel Bunnell
Rachel Bunnell, Dominic Corleto and Maggie Price of Wells Fargo Advisors reported ASEA’s reserve accounts Performance Reviews as of December 31, 2016, and January 31, 2017.
(An Executive Summary was incorporated into the minutes at Exhibit A. A copy of which is available for review upon filing of an Information Request form to the Executive Director.)

Budget Review/Update

FY 2017 Unaudited Financial Statements
The FY 2017 Balance Sheet was presented. Regarding the Budget for FY 2017, for the six months ending December 31, 2016, (Budget vs. Actual) the following Income Statement items were especially noted:

REVENUE
Gross Dues Revenue is more than originally projected for the period ending December 31, 2016. Total Dues Obligations are under budget, resulting in approximately $5,700 less than projected.

Main Motion 17–056 (AFSCME Grant – Political Education Leadership [PEL] Conference)
Moved by Michael Williams, seconded by John White
To add $25,000 line item AFSCME Grant under Other Revenues for FY 2017.
Main Motion 17–056 passed, without objection.

Main Motion 17–057 (Fundraising – Women’s Issues Committee [WIC])
Moved by Nadine Lefebvre, seconded by Mo Koezuna
To add $45 from fundraising to the Women’s Issues Committee budget for FY 2017.
Main Motion 17–057 passed, without objection.

EXPENSES
Total actual expenses are approximately 9% under the projected year-to-date budget for the six months ending December 31, 2016.

FY 2017 Capital Budget
As of December 31, 2016, there have been no Capital Budget expenditures for FY 2017.
(The State Executive Board took a break at 11:49 a.m., resuming the record in general session at 12:00 p.m.)
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.

- Shawn Alexander, Midnight Sun Chapter: DOT LGR, DOT Hiring Freeze, RFP PreProposal
- John Bennett, Midnight Sun Chapter: DOT LGR, EBoard Teleconference-Member Participation
- Steve McGroarty, Midnight Sun Chapter: DOT LGR, RFP PreProposal
- Courtney Wendel, Juneau Chapter, DOT LGR

(The Member Comments segment of the agenda concluded with telephonic disconnection at 12:21 p.m.)

VERBAL COMMITTEE REPORTS – TIMES CERTAIN AT 12:15 p.m.
A telephonic connection was established at 12:21 p.m. for all incoming calls from members wishing to address the Board.

- Courtney Wendel, Juneau Chapter: Juneau Chapter Next Wave Committee

(The Verbal Committee Reports segment of the agenda concluded with telephonic disconnection at 12:30 p.m.)

UNFINISHED BUSINESS

- ASEA Policies and Procedures

  *Main Motion 17–058 (ASEA P&P 1.05.000E, 2.01.000D and 5.02.022)*
  Moved by Beth Siegel, seconded by Nadine Lefebvre
  Move to add the words “or marijuana” to the end of the last sentence in P&P 1.05.000E (line 39) and 2.01.000D (line 31) and insert “or marijuana” between “beverages” and “shall” in P&P 5.02.022 (line 2).

  Main Motion 17–058 passed, without objection.

  *Main Motion 17–059 (ASEA Policies and Procedures)*
  Moved by Beth Siegel, seconded by Mo Koezuna
  To adopt changes to ASEA Policies and Procedures that were proposed at the December 16, 2016, meeting as revised.

  Main Motion 17–059 passed, without objection.

NEW BUSINESS

- Fundraisers/Public Relations
  Discussion noted that the ASEA Next Wave Committee is planning a fundraising event to engage members in community events, activities and outreach.

- Chapter Goals
  Chapters are encouraged to set goals to encourage and empower member participation in chapter meetings, events and activities.
• Chapter Bylaws
  Executive Director Jim Duncan reported that the staff is currently working with each chapter
to ensure their bylaws are current and in compliance with ASEA’s governing documents.

• Union Sponsored Email Accounts
  Executive Director Jim Duncan distributed a cost analysis to provide all ASEA members with
a union sponsored email.

• ASEA Constitution – Articles 4.02 and 1.02B
  The ASEA Executive Board discussed ASEA Constitution Articles 4.02 and 1.02B and
AFSCME Constitution Article III, Section 1B.

Main Motion 17–060 (Executive Session) [General Consensus]
Without objection, the Board entered in to Executive Session for the purpose of discussing
personnel.
Main Motion 17–060 passed.
(The Executive Board entered in to Executive Session at 2:45 p.m., took a break at 2:57 p.m.
resuming the record in general session at 3:33 p.m.)

NEW BUSINESS (Continued)

• Retirement Calculator
  Executive Director Jim Duncan shared the following information provided by the State of
Alaska with the Executive Board, “Service accrual is specific to each individual employee.
How furlough days affect an employee’s service or average salary calculation depends on other
events in their service, such as LWOP or Workers’ Compensation Leave or if they are a defined
benefit or defined contribution employee. Our systems are not interactive enough to have an
online calculator that can pull information from our systems for a specific member, analyze
the events in their service or salary history and provide an accurate analysis…."

• DOT Grievance
  Executive Director Jim Duncan reported that the grievance was based on one specific action
by the Governor and announced publicly in his budget language. A grievance was immediately
filed because a feasibility study had not been done. The LGR provides ASEA the opportunity
to provide input in to the feasibility study process.

Main Motion 17–061 (D.O.T. Special Issues Committee)
Moved by Steve Oswald, seconded by Beth Siegel
To establish a D.O.T. Special Issues Committee.
Main Motion 17–061 passed, with unanimous consent.

Main Motion 17–062 (D.O.T. & P.F. PreProposal Conference)
Moved by Ken Cramer, seconded by John White
If a pre-proposal conference for the D.O.T. and P.F. Design Group (LGR) is scheduled, HQ will
notify all affected D.O.T. members of the date and time of the conference.
Main Motion 17–062 passed, with unanimous consent.

*Main Motion 17–063 (Executive Session) [General Consensus]*
Without objection, the Board entered in to Executive Session for the purpose of discussing confidential personnel issues.
Main Motion 17–063 passed.
(The Executive Board entered in to Executive Session at 4:03 p.m., resuming the record in general session at 4:25 p.m.)
(The Executive Board took a break at 4:25 p.m., resuming the record in general session at 4:40 p.m.)

*Main Motion 17–064 (Executive Session) [General Consensus]*
With objection, the Board entered in to Executive Session for the purpose of discussing personnel.
Main Motion 17–064 passed.
(The Executive Board entered in to Executive Session at 4:43 p.m., resuming the record in general session at 5:03 p.m.)

**Personnel Issue** (Continued)

*Incidental Motion 17–054B (Personnel Issue)*
Requested by John White to withdraw Main Motion 17-054.
Main motion 17-054 is withdrawn, without objection.

**NEW BUSINESS** (Continued)

*Main Motion 17–065 (Judicial Panel)*
Moved by Michael Williams, seconded by John White to refer judicial panel charges to AFSCME International for original jurisdiction.
Main Motion 17–065 passed, without objection.

**REPORTS – EXECUTIVE DIRECTOR, TRESURER AND PRESIDENT**

*Main Motion 17–066 (Executive Director, Treasurer and President Reports)*
Moved by John White, seconded by Beth Siegel
To accept the written Executive Director’s Report, Treasurer’s Report and President’s Report (with the exception of Committee Appointments) into the record.
Main Motion 17–066 passed, without objection.

**REPORT — EXECUTIVE DIRECTOR** (Continued)
The Executive Director’s Report is noted and accepted into the record and incorporated into the minutes at Exhibit B, a copy of which is available upon filing of an Information Request to the Executive Director.
➢ Alaska Airlines EasyBiz Account
➢ Alaska Airlines Visa Account
Collections Update
Internal Organizing/Worksite Meetings
Chapter Reporting Update
Rural Chapter Travel & Contact
Staffing Update
New Hire Orientation/Membership Trend
Member Advancement Program (MAP)
Political Action Program (PAC)
Unit Clarifications/PUC/Appeal
Business Leave Bank Updates
Catastrophic Leave Update
Emergency Leave Bank Update
Injury Leave Update
Grievances and Arbitrations Report
ASEA Website Report
ASEA Facebook Report
Publications/Communications Report
Summary Review of ASEA Resolutions

//End of Executive Director’s Report//

TREASURER’S REPORT

No written or verbal Treasurer’s report was provided.

//End of Treasurer’s Report//

REPORT — PRESIDENT

Committee Reports
Committee reports are noted and accepted into the record and incorporated into the minutes at Exhibit C, a copy of which is available upon filing of an Information Request to the Executive Director.

Written Committee Reports were provided to the Board from the following committee(s):

- Class 1 Committee
- Elections Committee
- Grievance Review Committee
- Next Wave Committee
- Presidents Committee
- Probation/Parole Committee
- Women’s Issues Committee

Committee Appointments

Main Motion 17–067 (ASEA Pride Committee Appointments)
Moved by Michael Williams, seconded by Mo Koezuna
To accept the President’s ASEA Pride Committee appointments.

Lily Fawn White — Bush Seat
Lawrence Camp — Central Seat
Main Motion 17–067 passed, without objection.

Main Motion 17–068 (Bush Community Committee Appointment) [General Consensus]
Without objection, the Board accepted the President’s appointment of Lily Fawn White to the Bush Community Committee and withdrew David Garcia’s appointment, because he is no longer a State of Alaska employee.

Main Motion 17–068 passed, without objection.

Main Motion 17–069 (Next Wave Committee Appointments) [General Consensus]
Note of Record: Alicia Hughes-Skandjëis withdrew as Chair of the Next Wave Committee.
Without objection, the Board accepted the President’s appointments of Stephanie Maltez as Chair and Ted Chandler to the vacant Northern Seat of the Next Wave Committee.

Main Motion 17–069 passed, without objection.

Main Motion 17–070 (Nurses Committee Appointment) [General Consensus]
Without objection, the Board accepted the President’s appointment of Matthew L. Thomas to a Central Seat on the Nurses Committee.

Main Motion 17–070 passed, without objection.

Main Motion 17–071 (Probation/Parole Committee Appointments) [General Consensus]
Without objection, the Board accepted the President’s appointments of Jenelle O’Bryant-Moore and Caleb Lovelace to the Probation/Parole Committee.

Main Motion 17–071 passed, without objection.

(Courtney Wendel joined the meeting at 5:27 p.m.)

Main Motion 17–072 (Statements of Interest — Executive Board Class 1 Seat)
Moved by John White, seconded by Beth Siegel
The Executive Board post the vacant Class 1 Seat and seek Statements of Interest by or before February 15th, allowing 15 days for statements, with an electronic vote of the Executive Board to be conducted within three (3) days of closing of statement period.

Main Motion 17–072 passed, without objection.
Committee Reports (Continued)

Women’s Issues Committee
Executive Board Liaison Nadine Lefebvre presented a verbal report of the Women’s Issues Committee (WIC).

Calendar of Events

Main Motion 17–073 (May 2017 Quarterly Business Session)
Moved by Beth Siegel, seconded by Nadine Lefebvre
To change the location of the May 2017, Quarterly State Executive Board meeting from Sitka to Anchorage, and to meet for three (3) days.

Amendment 17–073A (May 2017 Quarterly Business Session)
Moved by John White, seconded by Michael Williams
To amend the motion to change the May Quarterly Business Session location from Anchorage to Mat-Su.

Amendment 17-073A passed, with objection.

Main Motion 17–073 failed, without objection.

Main Motion 17–074 (May 2017 Quarterly Business Session)
Moved by Beth Siegel, seconded by Nadine Lefebvre
To change the location of the May 2017, Quarterly State Executive Board meeting from Sitka to Anchorage and to meet for three (3) days.

Main Motion 17–074 passed, with objection.

//End of President’s Report//

ADJOURNMENT

Main Motion 17–075 (Adjournment)
Moved by Mo Koezuna, seconded by Michael Williams,
To adjourn the February 2016 Quarterly Business Session of the ASEA/AFSCME Local 52 State Executive Board.

Main Motion 17–075 failed, with objection.

(The State Executive Board recessed for the evening at 5:56 p.m.)

DAY TWO – February 7, 2017

CALL TO ORDER (10:40 a.m.)
The Quarterly Business Session of the State Executive Board resumed in the Gastineau Room at the Baranof Westmark Hotel Juneau and was called to order at 10:40 a.m. by President Dawn Bundick. Secretary Michael Williams noted for the record that the following board members, guests and staff were present. The presence of a quorum was declared.

Present were:
Dawn Bundick, President
PRESIDENT’S REPORT (Continued)

Calendar of Events (Continued)

Main Motion 17–076 (September 2017 Quarterly Business Session)
Moved by Steve Oswald, seconded by Beth Siegel
To set the September State Executive Board Quarterly Business Session for Sitka, Alaska.

Main Motion 17–076 passed, with objection.

Main Motion 17–077 (September 2017 Quarterly Business Session)
Moved by John White, seconded by Beth Siegel
To set the date of the September State Executive Board Quarterly Business Session for September 11-12, 2017.

Main Motion 17–077 passed, with objection.

ADJOURNMENT

Upon call of the Chair for any other business to come before the Executive Board, there being no other business, meeting adjourned at 11:02 a.m.

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