



Alaskans Working For Alaska!

1577 C Street, Suite 201, Anchorage, Alaska 99501 • Phone (907)277-5200 • Fax (907)277-5206

E-mail: aseahq@afscmelocal52.org • Website: www.afscmelocal52.org

PENDING APPROVAL OF STATE EXECUTIVE BOARD

MINUTES OF ASEA/AFSCME LOCAL 52 Quarterly Business Session State Executive Board February 22, 2013 (Juneau AK)

TABLE OF CONTENTS

1

2 **DAY ONE – 2/22/2013**4

3 CALL TO ORDER AND ROLL CALL (8:30 A.M.)4

4 ADOPT AGENDA.....4

5 **Main Motion 13-020 (Adopt Agenda)**4

6 APPROVE MINUTES (12/12-13/2012).....4

7 **Main Motion 13-021 (Adopt 12/12-13/12 Quarterly Business Session)**4

8 RECEIVE INTO RECORD ANY POLLS5

9 **Main Motion 13-022 (Accept Poll into record – Capital Budget Increase - Anchorage HQ)**5

10 REPORT – BUSINESS MANAGER.....5

11 *Budget Review/Update*5

12 **FY13 Financial Statements**5

13 *Wells Fargo Advisors Presentation (Times Certain – 9:30 a.m.) - presented by Wayne Pichon*.....6

14 *Budget Review/Update (Continued)*.....6

15 **FY13 Financial Statements (Continued)**6

16 **Main Motion 13-023 (Executive Session)**6

17 *Constitutional Interpretation - Business Manager*6

18 **Main Motion 13-024 (Constitutional Interpretation - Business Manager’s Title)**.....6

19 REPORT – PRESIDENT7

20 *Committee Reports (Times Certain 11:45 a.m.)*7

21 **President’s Committee**7

22 **AFSCME Women’s Advisory Committee**.....7

23 **Women’s Issues Committee**.....7

24 **Next Wave Committee**.....7

25 MEMBER COMMENTS – TIMES CERTAIN AT 12:00 P.M.7

26 REPORT – BUSINESS MANAGER (CONTINUED)7

27 **Alaska Airlines EasyBiz Account**.....7

28 *ASEA Anchorage Headquarters Building Update*7

29 **Main Motion 13-025 (Capital Budget – ASEA HQ)**7

30 *Collections Update*.....7

31 *Staffing Update*8

32 *ASEA Contract Negotiating Committee (CNC) Bargaining Units Update*.....8

33 **SOA General Government Unit**.....8

34 **City & Borough of Sitka (CBS) Municipal Unit**8

35 **Fairbanks North Star Borough (FNSB) Supervisors**.....8

36 *Statewide Elections 2013*8

37 *ASEA Stewards/Training*.....9

38 *External Organizing*.....9

39 *Chapter Reporting Update*.....9

40 *Rural/Bush Chapter Travel and Contact*9

41 *New Hire Orientation/Membership Trend*.....9

42 *Member Advancement Program (MAP)*.....9

43 *Political Action Program (PAC)*.....9

44 *Unit Clarifications/PUC/Appeal*.....9

45 *Business Leave Update*9

1	SOA GGU Business Leave Update.....	9
2	City of Sitka Business Leave Update.....	10
3	Fairbanks North Star Borough (FNSB) Business Leave Bank Update	10
4	Catastrophic Leave Update	10
5	Emergency Leave Bank Update	10
6	Injury Leave Bank Update	10
7	Grievance and Arbitration Report.....	10
8	ASEA Strategic Goals and Action Plan	10
9	ASEA Website Report.....	10
10	Publications/Communications Report	10
11	REPORT – PRESIDENT (CONTINUED)	11
12	Committee Reports.....	11
13	AFSCME Corrections United	11
14	Bush Community Committee.....	11
15	Class I Committee	11
16	Probation/Parole Committee	11
17	Election Committee.....	11
18	Grievance Review Committee	11
19	Judicial Panel	11
20	Presidents’ Committee	11
21	Women’s Issues Committee.....	11
22	NEW BUSINESS.....	11
23	ASEA Committee	11
24	Main Motion 13-026 (P&P Proposed Language – Next Wave Committee)	11
25	REPORT – PRESIDENT (CONTINUED)	11
26	State Executive Board Liaisons to Committees.....	12
27	Main Motion 13-027 (State Executive Board Liaison to the Next Wave Committee).....	12
28	Committee Appointments	12
29	Main Motion 13-028 (Class I and GRC Committee Appointments).....	12
30	NEW BUSINESS (CONTINUED)	12
31	Member Concerns	12
32	REPORT – PRESIDENT (CONTINUED)	12
33	Calendar of Events.....	12
34	REPORT – TREASURER	13
35	UNFINISHED BUSINESS	13
36	ADJOURNMENT.....	13
37		

**QUARTERLY BUSINESS SESSION OF THE
ASEA/AFSCME LOCAL 52 STATE EXECUTIVE BOARD
FEBRUARY 22, 2013
GASTINEAU SUITE IN THE WESTMARK BARANOF HOTEL**

DAY ONE – 2/22/2013

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

The quarterly business session of the State Executive Board convened in the Gastineau Suite in the Westmark Baranof Hotel, and was called to order at 8:30 a.m. by President Val Kenny. Recording Secretary/Treasurer Chris Pace called the roll and noted for the record the following board members and staff to be present. The presence of a quorum was declared.

Present were:

Valerie Kenny, President
Chris Pace, Treasurer
Anthony Lopez, Interim Rural Representative
Kathy Atkinson, Professional Representative
Bruce Dougherty, Central Representative
Robert Sewell, Southeast (Juneau) Representative
Lynnette Barkowski, Administrative Support Representative
Maureen “Mo” Koezuna, Bush Representative
Chuck Stewart, Class I Representative
Pamela Harper, Technical Representative
Jud Kirkness, Municipal Representative
Jim Duncan, Business Manager (with voice/no vote)

Excused: Michael Williams, Secretary and Jerry Soplada, Northern Region (Fairbanks) Representative

Also present: Administrative Assistant III MaryAnn Ganacias and AFSCME International Regional Field Services Director Tam Tocher

Member(s) present: Shawn Staker (Midnight Sun Chapter)

ADOPT AGENDA

Main Motion 13-020 (Adopt Agenda)

Moved by Pam Harper, seconded by Jud Kirkness
To adopt the agenda as presented.

Main Motion 13-020 passed, without objection.

APPROVE MINUTES (12/12-13/2012)

Main Motion 13-021 (Adopt 12/12-13/12 Quarterly Business Session)

Moved by Chris Pace, seconded by Charles Stewart
To approve the December 12-13, 2012, minutes (Quarterly Business Session-Anchorage) as corrected.

- Page 11, line 25, change held to sent

1
2 Main Motion 13-021 passed, without objection.

3
4 **RECEIVE INTO RECORD ANY POLLS**

5 Main Motion 13-022 (Accept Poll into record – Capital Budget Increase - Anchorage HQ)

6 Moved by Chris Pace, seconded by Pam Harper

7
8 1/9/2013 (Capital Budget Increase - Anchorage HQ) approved a \$223,400 increase to the capital
9 budget.

10
11 Main Motion 13-022 passed, without objection

12
13 **REPORT – BUSINESS MANAGER**

14 Budget Review/Update

15 FY13 Financial Statements

16 The Business Manager presented the FY13 Balance Sheet, with no questions from the Board.

17
18 Regarding the Budget for FY13, ending December 31, 2012, (Budget vs. Actual) the following items
19 were especially noted:

20
21 **REVENUE**

22 Member dues: The Fairbanks North Star Borough (FNSB) Collective Bargaining Agreement was ratified
23 on January 13, 2013. The FNSB dues are not reflected in this report but will appear in the next budget
24 report. Dues collected will be retroactive to July 1, 2012, which will reflect a large amount in the next
25 budget report.

26
27 **BSRA:** The approved FY2013 Budget for the Bargaining Strike and Reserve Account (BSRA) has an
28 authorized withdrawal amount of \$300,000 but will not be withdrawn unless it is entirely necessary.

29
30 [Note of Record: Members present - Cassandra Lynch (Anchorage Chapter) and Zuzanna Bobinski
31 (Midnight Sun Chapter) are present.]

32
33 **EXPENSES**

34 Payroll expenses: Business Agent Sue Ernisse and MaryAnn Ganacias will be leaving prior to the end of
35 the fiscal year. The salary of a new business agent will be significantly lower and there will an overlap on
36 the Administrative Assistant III salaries as cross training will occur for approximately 5 weeks which will
37 result in a variance in payroll expenses.

38
39 Insurance expense: The Business Manager provided the Board general information on all the insurance
40 policies held by ASEA.

41
42 Committee expenses: The Class I and Women's Issues Committee have budget requests for FY2014.
43 AFSCME will provide a list of upcoming conferences/meetings for FY2014 and will be considered
44 during the budget adoption at the May 2013 State Executive Board Quarterly Business session.

1 [Note of Record: Member present - Lawrence Camp (Anchorage Chapter) is present.]

2
3 (The State Executive Board took a break at 9:24 a.m., and resumed in general session at 9:30 a.m.)

4 Wells Fargo Advisors Presentation (Times Certain – 9:30 a.m.) - presented by Wayne Pichon
5 Wayne Pichon and Rachel Bunnell, of Wells Fargo Advisors reported to the Board the performance
6 review of the reserve accounts for the period ending December 31, 2012. An Executive Summary was
7 incorporated into the minutes at Exhibit A. A copy of which is available for review upon filing of an
8 Information Request to the Business Manager.

9 Budget Review/Update (Continued)

10 FY13 Financial Statements (Continued)

11
12 EXPENSES (Continued)

13 Contract Negotiations: The contract ratification election and worksite meeting expenses are included in
14 this budget line item.

15
16 Elections: There was only one race in this election cycle. The Professional Representative position will
17 only be mailed to members in the Professional occupational class.

18
19 Political Education Leadership (PEL) Conference: \$25,000 grant was received from AFSCME for the
20 PEL Conference.

21
22 Main Motion 13-023 (Executive Session)

23 Moved by Chris Pace, seconded by Mo Koezuna

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

26
27 Main Motion 13-023 passed, without objection

28
29 (The State Executive Board entered into executive session at 9:54 a.m., with the Board taking a break at
30 10:38 a.m., resuming in executive session at 11:00 a.m., and resuming the record in general session at
31 11:34 a.m.)

32 Constitutional Interpretation - Business Manager

33 To bring terminology current with AFSCME International, the title of Business Manager will be changed
34 to Executive Director. The title change will need to be addressed at the next ASEA Biennial Convention
35 through a constitutional amendment.

36
37 Main Motion 13-024 (Constitutional Interpretation - Business Manager's Title)

38 Moved by Charles Stewart, seconded by Jud Kirkness

39 Constitutional Interpretation by the State Executive Board that the term 'Business Manager' and
40 'Executive Director' are one in the same.

41
42 Main Motion 13-024 passed, without objection

1 **REPORT – PRESIDENT**

2 Committee Reports (Times Certain 11:45 a.m.)

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

5
6 President's Committee
7 AFSCME Women's Advisory Committee
8 Women's Issues Committee
9 Next Wave Committee

10
11 Telephonic connection continued during the lunch break for Member Comments with the record standing
12 at ease until such time a call is joined.

13
14 **MEMBER COMMENTS – TIMES CERTAIN AT 12:00 p.m.**

15 The telephonic connection continued at 12:00 p.m. for all incoming calls from members wishing to
16 address the Board.

17
18 (The Member comments segment of the agenda concluded with telephonic disconnection at 12:15 p.m.)

19
20 (The State Executive Board took a break for lunch at 11:52 a.m., resuming the record in general session at
21 12:38 p.m. for the verbal Next Wave report, then continuing the lunch break and resuming the record in
22 general session at 1:03 p.m.)

23
24 **REPORT – BUSINESS MANAGER (CONTINUED)**

25
26 Alaska Airlines EasyBiz Account

27 As of February 10, 2013, the Alaska EasyBiz account has a balance of 352,182 miles, and the Alaska
28 Airlines Visa account has a balance of 1,405,300 miles. 30,000 miles were used for Contract
29 Negotiations.

30 ASEA Anchorage Headquarters Building Update

31 The Business Manager provided an update to the Board regarding the status of construction and capital
32 expenditures. Construction is scheduled to be completed prior to April 1, 2013.

33
34 Main Motion 13-025 (Capital Budget – ASEA HQ)

35 Moved by Charles Stewart, seconded by Robert Sewell

36 To increase the capital budget by \$50,000 for the ASEA Headquarters building.

37
38 Main Motion 13-025 passed, without objection

39 Collections Update

40 The Business Manager presented the Collections report to the Board. For FY2013, we have collected
41 \$32,089.73. The net estimated outstanding dues to be collected are approximately \$133,072.66.

1 Staffing Update

2 The Business Manager reported to the Board that Administrative Assistant III MaryAnn Ganacias has
3 submitted her resignation, effective May 10, 2013. Notice of Vacancy posted on February 4th.
4 Application deadline is February 25, 2013.

5 Business Agent Sue Ernisse has notified the Business Manager that she will be retiring in April,
6 sans a formal resignation to date.

7 Business Manager Jim Duncan reported to the Board that he does not plan to retire prior to the
8 expiration of his current contract in December 2014.

9 ASEA Contract Negotiating Committee (CNC) Bargaining Units Update

10 SOA General Government Unit

11 The Business Manager provided a summary of the current status of the Contract Negotiating Committee.
12 The CNC has met with the State's negotiating team in six 2-day negotiating sessions.

13
14 City & Borough of Sitka (CBS) Municipal Unit

15 The Business Manager provided a summary of the current status of the City of Sitka's collective
16 bargaining agreement. Notice to begin negotiations was sent to the City of Sitka on February 4, 2013.
17 The City's Chief Spokesperson has responded requesting that ASEA determine the first dates of
18 negotiations.

19 The CBS ASEA Contract Negotiating Committee has met three times to prepare proposals for
20 negotiations.

21
22 Fairbanks North Star Borough (FNSB) Supervisors

23 The Business Manager presented the last bargaining update to the Board which provided the current status
24 of the negotiations process. A previous ratified tentative agreement was rejected by the assembly in the
25 fall. A new tentative agreement was entered into on November 28th through mediation and then ratified
26 by the members on December 6, 2012. Retroactive pay language was removed from the new ratified
27 tentative agreement.

28 On January 10, 2013, the Fairbanks North Star Borough Assembly voted to approve the FNSB
29 Collective Bargaining Agreement. Additionally, there will be an ordinance that ASEA will be addressing
30 regarding the FNSB.

31 Statewide Elections 2013

32 The Business Manager presented the 2013 Election report to the Board. Five of the six State Executive
33 Board positions in this election cycle had one nominee. The Professional Representative position will be
34 the only election for this cycle between two nominees. There were no nominees for the Judicial Panel.

35 Ballots will be mailed only to members in the Professional occupational category. There will be
36 no run-off election as there were only two nominees. The Election date is March 21, 2013.

37
38 Internal Organizing/Worksite Meetings

39 The Business Manager provided an overview of the Internal Organizing/Worksite Meetings for the
40 current quarter. This round of meetings are to provide members the current status of negotiations with the
41 State of Alaska. A worksite guidebook was distributed to attendants that included all the bargaining
42 updates. There are 42 worksite meetings scheduled for the quarter.

43 The next round of worksite meetings are for discussing the tentative agreement and ratification.

1 ASEA Stewards/Training

2 The Business Manager reported to the Board that the next Steward Training dates will be scheduled for
3 the last two weeks of April 2013. Anchorage training will take place in the new ASEA Headquarters.
4 Notice will be sent to stewards as soon as the dates are selected.

5 External Organizing

6 The Business Manager reported that the main focus of the Organizers has been on other campaigns, in
7 conjunction with the AFL-CIO, in regards to legislation.

8 Chapter Reporting Update

9 The Business Manager presented the Chapter reporting update to the board. Four Chapters are currently
10 not receiving chapter sharing. Sharing has been withheld from Alcan (Tok), Midnight Sun (Fairbanks),
11 Valdez and Yukon-Kuskokwim (Bethel).

12 Rural/Bush Chapter Travel and Contact

13 The Business Manager presented the Rural/Bush Chapter travel and contact report to the Board.
14 Chapters contact by Business Agents include Mat-Su and Yukon/Kuskokwim (Bethel).

15 New Hire Orientation/Membership Trend

16 The Business Manager presented the New Hire Orientation report to the board. For the period of
17 December 1, 2012, through February 10, 2012, there have been 334 new hires in attendance at new hire
18 orientation.

19 Member Advancement Program (MAP)

20 The Business Manager presented the Member Advancement Program report to the Board. During the
21 reporting period there were 57 new contributors with a total of 1582 contributors, approximately 17.68%
22 of the membership.

23 Political Action Program (PAC)

24 The Business Manager presented the PAC participant report to the Board. As of February 10, 2013,
25 10.52% of the membership contributes to the PAC.

26 Unit Clarifications/PUC/Appeal

27 During the reporting period, we have had six (6) new clarifications added to the GGU, eleven (11) to the
28 Supervisory Unit, and one (1) each to the Confidential Unit and Labor, Trades & Crafts Unit. There have
29 been 19 total unit clarifications for the reporting period.

30 Business Leave Update

31 SOA GGU Business Leave Update

32 The Business Manager presented the Business Leave Bank Update to the Board. There have not been any
33 significant draw downs in the bank. Most of the Business leave bank usage has been for the General
34 Government CNC meetings.
35

1 City of Sitka Business Leave Update

2 The Business Manager presented the Business Leave Bank Update to the Board. The turnover in the City
3 of Sitka is low which limits contributions to the Bank. The City of Sitka Chapter contributed \$4,000 to
4 the bank and was matched funds by the State Executive Board for a total contribution of \$8,000 to the
5 business leave bank in December 2012.

6
7 Fairbanks North Star Borough (FNSB) Business Leave Bank Update

8 The Business Manager presented the Business Leave Bank Update to the Board. The leave bank is
9 currently in a negative balance. The bank will be replenished with a contribution of four (4) hours per
10 member.

11 Catastrophic Leave Update

12 During the reporting period, ASEA has approved 9 members to use the catastrophic leave bank. The
13 current balance of the bank is 96.33 hours. Discussions are ongoing to determine a method to replenish
14 the bank.

15 Emergency Leave Bank Update

16 During the period of December 1, 2012, through January 31, 2013, ASEA has approved 28 members.
17 The balance of the Emergency Leave bank is \$258,079. There are 1,788 GGU employees in the
18 Emergency Leave Bank.

19 Injury Leave Bank Update

20 During the period of December 1, 2012, through February 1, 2013, ASEA did not receive any
21 applications for injury leave. The balance of the Injury Leave bank is \$520,877.

22 Grievance and Arbitration Report

23 The Business Manager presented the Arbitration report to the Board. There are 101 cases in the step IV
24 process and 10 arbitrations have been scheduled or awaiting decisions.

25 The Business Manager presented the Grievance report to the Board. As of December 5, 2012,
26 there are 262 cases currently open or ongoing.

27 ASEA Strategic Goals and Action Plan

28 The Business Manager presented the ASEA Strategic Goals and Action Plan update to the Board.

29 ASEA Website Report

30 The Business Manager presented the website report to the Board. The ASEA website serves between 150
31 and 1500 members on a given day. Website visits increase with the release of each CNC Bargaining
32 Update.

33 Publications/Communications Report

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

35
36 //end of Business Manager's Report

37
38 (The State Executive Board took a break at 2:14 p.m., resuming the record in general session at 2:34 p.m.)

1
2 **REPORT – PRESIDENT (CONTINUED)**

3 Committee Reports

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

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

8
9 AFSCME Corrections United

10 Bush Community Committee

11 Class I Committee

12 Probation/Parole Committee

13
14 (Note of Record: Audio software malfunction. Portions of the AFSCME Corrections, Class I,
15 Probation/Parole and Bush Committee reports are not available. A summary report will be included in the
16 minutes at Exhibit B.)

17
18 Written Committee reports were provided to the Board from the following committee(s):

19
20 Election Committee

21 Grievance Review Committee

22 Judicial Panel

23 Presidents' Committee

24 Women's Issues Committee

25
26 **NEW BUSINESS**

27 ASEA Committee

28 The Next Wave Committee would like to expand the age limit and/or to expand the committee to
29 members new to ASEA.

30
31 Main Motion 13-026 (P&P Proposed Language – Next Wave Committee)

32 Moved by Chris Pace, seconded by Charles Stewart

33 To recommend the proposed language changes to the ASEA Policies and Procedures for the 30-day
34 comment period.

35
36 2.03.100 Next Wave Committee

37 The Next Wave Committee is created for ASEA members ~~35-40~~ years of age and under, to address
38 issues and concerns of these younger members. The Next Wave Committee will meet telephonically
39 at least quarterly and may meet in a face-to-face meeting annually in lieu of a telephonic meeting.

40
41 Main Motion 13-026 passed, without objection

42
43 **REPORT – PRESIDENT (CONTINUED)**

1 State Executive Board Liaisons to Committees

2 President Kenny stated that Board Liaisons are members of the State Executive Board that are appointed
3 to statewide committees by the President. The liaisons will attend the committee meetings to assist
4 committees in policies and to be their voice at the State Executive Board meetings.

5
6 Main Motion 13-027 (State Executive Board Liaison to the Next Wave Committee)

7 Moved by Chris Pace, seconded by Charles Stewart

8 To approve the President's appointment of Jud Kirkness as the Board Liaison to the Next Wave
9 Committee.

10
11 Main Motion 13-027 passed, without objection

12 Committee Appointments

13 Suspension of the Rules for a Class I committee member was previously approved to seat an Anchorage
14 Class I member in the vacant Northern Region seat until there was interest from a Northern Region
15 member. Randall Cosper of Anchorage currently occupies a Northern seat. Interest for the Northern seat
16 has come forward. Randall Cosper will be notified that his appointment has been rescinded pending
17 Board approval of the appointment of the Northern Region member.

18 The GRC Committee is lacking a Chair. The GRC Staff Liaison will solicit if a member of the
19 GRC would like to be recommended as the Chair. The President must appoint the Chair of the GRC.

20
21 Main Motion 13-028 (Class I and GRC Committee Appointments)

22 Moved by Charles Stewart, seconded by Lynnette Barkowski

23 To approve the Chair's recommendation of Brandy Conley to the Class I Northern Region seat and Ken
24 Cramer to the GRC Central Region seat.

25
26 Main Motion 13-028 passed, without objection

27
28 **NEW BUSINESS (CONTINUED)**

29 Member Concerns

30 Currently, when Alaskan vehicle owners process registration online that the work is being performed in
31 Oregon. The DMV licensing process is being discussed with the Legislators to be outsourced which will
32 include transmitting personal information to another party outside of the state of Alaska.

33 Members are encouraged to write to their Legislators to not outsource the DMV driver's license
34 process to Indiana. Members should be concerned about the risk of personal information being released.
35 Federal law requires more than 5 security features. The printers in the DMV do not have the capabilities
36 to do more than 5 security features. \$8.5 million is the estimated cost for each printer.

37
38 **REPORT – PRESIDENT (CONTINUED)**

39 Calendar of Events

40 The next schedule Quarterly Business Sessions of the State Executive Board will be held on May 14-15,
41 2013, in Sitka; September 3-4, 2013, in Fairbanks; and December 16-17, 2013, in Anchorage.

1
2 **REPORT – TREASURER**
3 There was no Treasurer’s report provided at this time.

4
5 **UNFINISHED BUSINESS**
6 There was no Unfinished Business at this time.

7
8 **ADJOURNMENT**

9
10 (Whereupon, the quarterly business session of the ASEA/AFSCME Local 52 State Executive Board
11 adjourned at 3:43 p.m.)

12
13 Respectfully submitted by
14 Chris Pace, Recording Secretary
15 On Behalf of Michael R. Williams, Secretary
16 State Executive Board
17 ASEA/AFSCME Local 52, AFL-CIO

18
19