

American Federation of State, County and Municipal Employees Local 2620
Regular Meeting
Executive Committee
Friday January 17, 2014
Oakland, California

I. Call to Order/Roll Call/Quorum

A. Meeting called to order by President Sean Carey at 10:55 AM.

B. Present:

Sean Carey, President
Cynthia McCabe, Northern Vice-President
Debby Webb, Secretary
Sonia Solis, Treasurer

Absent: Henry Carreon, Southern Vice-President, Excused

Cliff Tillman, Lead Business Agent, Council 57
Gail Penny, Central Business Agent, Council 57
Shirl Martinez, Administrative Services Supervisor
Marc Victoria, Political Director
George Popyock, Director, Council 57

Christopher Miller-Cole, Northern Business Agent, Council 57
Al Austin, Southern Business Agent, Council 57

C. Quorum met.

II. Review of Agenda

III. Review of Minutes

A. Motion to approve 11/15/13 minutes.

M/S/C: Cynthia McCabe, Sonia Solis

IV. Officer's Reports

A. President Carey

1. Database development
 - a) *Work on developing the data base is progressing.*

B. Northern Vice-President McCabe

1. Sister McCabe has attended various meetings.

C. Sothern Vice-President Carreon

1. Brother Carreon has attended various meetings. He has also been involved in representing Local 2620 members.

D. Secretary Debby Webb

1. Sister Webb has attended various meetings and has been involved in representing Local 2620 members.
2. See attached report

E. Treasurer Solis

1. Sister Solis continues to explore banking options. She will contact United Labor Bank.
2. Our two Local 2620 Employees are now being paid through direct deposit via Paychex.
3. Sister Solis also started Worker's Compensation for our 2 employees. Initial payment was \$1,412.50 (\$822 deposit and \$590.50 first quarterly installment).

4. Sister Solis recommended that we send our members a recap of 2013. There was a discussion about how best to communicate with our members.
5. Motion: I move that we have a contract with Council 57 to pay \$2,500/month for 3 offices when Council 57 moves into their new office space. This contract should be signed by at least 2 Executive Committee officers.
6. Current general account balance: \$1,619,569.72. There has been some adjusting of committee allowances based on use and need.
7. Current political account balance: \$90,354.32.
8. See attached report.

V. Committee Reports

- A. None.

VI. Staff Reports

A. Senior Business Agent, Cliff Tillman

1. Revised draft agenda for the new Know Your Rights Workshop agenda was presented and discussed. We have had significant member interest. Please forward fliers to members.
2. Minor revisions to the Local 2620 calendar for 2014 was presented and discussed.
3. The Contract Follow-up Tracking Sheet was presented and discussed.
 - a) *Approved members for rental vehicle utilization meet and confer: Rita Magana, Mary Smith, Alice Juarez, and Annalisa Sherman-Wallace.*

b) Safety vests (prisons). Management does not want to meet. One possibility is to file with Cal-OSHA. A meet and confer regarding where vests are and are not required may also be something to pursue.

4. An atomized grievance tracking system, GrievTrac, was discussed.

B. Northern Business Agent, Christopher Miller-Cole

1. BA Miller-Cole is working with San Francisco DOR. They are working to set up labor management meetings.

2. BA Miller-Cole is also working with sister Magana regarding issues with DSS.

C. Central Region Business Agent, Gail Penny

1. BA Penny is continuing with 5 meet and confers, as well as representing members.

2. BA Penny is organizing steward's meetings at the larger facilities.

3. BA Penny is also working with the Behavioral Specialists.

4. BA Penny invited CalPERS representative to a union meeting.

5. RT's are meeting this week. They have dates for meet and confer at the end of January. There is a group in Sacramento that wants a separate meeting in addition to the teleconference.

6. BA Penny is providing training for Regional Chief Stewards in January.

D. Southern Business Agent, Al Austin

1. BA Austin has begun working on a number of issues.

E. Shirl Martinez, Administrative Services Supervisor

1. Upcoming events: Lobby Days, People Conference and International AFSCME Convention in Chicago (July 14-18).

2. Council 57 is still exploring options for office space for Local 2620.

F. Marc Victoria, Political Director

1. The Political and Legislative Calendars were presented and discussed. A political calendar will be added to the website.
2. A list of constitutional, assembly and senate races was presented.
3. 2014 Budget-Update from the California Budget Project and California Assembly Democratic Caucus Response was presented. There is a surplus.
4. An endorsement process for candidates and issues was presented and discussed. Motion: To approve the Endorsement Process document with the change from GAC to PAC for the approving body. M/S/C Cynthia McCabe, Henry Carreon
5. Motion: To approve early endorsement of State Legislative Candidates recommended by Marc Victoria in document dated 12/14/13. M/S/C Henry Carrion, Debby Webb
6. Motion: To approve an early recommendation for Steve Neal and to approve a contribution of \$4100 from PAC to fund to his campaign. M/S/C Henry Carreon, Cynthia McCabe.
7. Legislative Agenda from GAC was presented.
8. Marc Victoria is attending the statewide PD group, though Local 2620 does not have a vote.
9. PAC funding: Fund raising is important!
10. Lobby Days-Calendar was presented and discussed.
11. Motion: To approve a donation of \$2500 for the California People Convention. M/S/C Debby Webb, Henry Carreon

VII. Unfinished Business

- A. See prior reports.

VIII. New Business

A. President Carey shared an email from Jules Beuck, Chief Facility Steward for Patton State Hospital. Brother Beuck is retiring December 31, 2013 and is resigning from his Board position.

IX. Good and Welfare

A. None.

X. Adjournment

Meeting was adjourned at 5:10 pm.

Debra Webb, Secretary AFSCME 2620

**American Federation of State County and Municipal Employees
Local 2620, Health & Social Services Professional Employees
Pre-Meeting Report for Submission to the Executive Board**

Date: January 18, 2014

President's Report:

1. Event(s) Attended:
 - a. Cal Fed Training - Mon, November 18, 2013, 6pm – 7pm
 - b. Alameda Labor Council Training - Tue, November 19, 2013, 10am – 4pm
 - c. POC L/M Meeting - Thu, November 21, 2013, 10am – 5pm
 - d. Google Development Work (Apps 4 Gapps) - Multiple Dates
 - e. CNC Videoconference - Mon, December 2, 2013, 11:30am – 12:30pm
 - f. NCTRC Webinar - Certification Information - Wed, December 4, 2013, 11:30am – 1:30pm
 - g. RTOC Conference Call - Sat, December 7, 2013
 - h. UFW Holiday Reception - Thu, December 12, 2013, 6pm – 9pm
 - i. Local 2620 Executive Committee Meeting - Sat, December 14, 2013, 10am – 4pm
 - j. RT Meet and Confer Caucus - Sun, December 15, 2013 – Mon, December 16, 2013
 - k. Stewards Appreciation Dinner - Sat, January 4, 5:30pm – 8:30pm
 - l. Know Your Rights Meeting - Sat, January 11, 8:30am – 3:30pm
2. Project(s):
 - . Database Development
3. Budget
 - . Apps 4 Gapps
- i. Development services / setup / train 1.00 3,925.00 Tax Exempt 3,925.00
- ii. Google Cloud SQL Database 1.00 600.00 Tax Exempt 600.00
- iii. Support 1.00 392.00 Tax Exempt 392.00
4. Requested Agenda Item:
 - . Good and Welfare Committee
 - a. Communications Committee
 - b. Membership Meetings
5. Other Issue(s) for the Board - Draft Database Presentation

Prepared and Submitted by:

Sean Carey
President,
AFSCME Local 2620

AFSCME Local 2620, Pre-Meeting Report for Executive Board 1/18/14

Northern Vice-President

This report indicates my official union activities since the last EB meeting attended, November 16, 2013

Meeting(s) Attended:

11/22/13 - AFSCME District Council 57 monthly Executive Board meeting - Oakland, CA

12/13/13 - AFSCME District Council 57 monthly Executive Board meeting - Berkeley, CA

12/ /13 Meeting with new Central Coast Regional Chief Steward, Rickann Clapp

12/14/13 - Local 2620 Executive Committee Meeting - Oakland, CA

1/4/14 - Local 2620 Steward Appreciation Dinner - Burbank, CA

1/11/14 - Local 2620 Know Your Rights Training - Presenting labor union history, Sacramento, CA

1/11/14 - Evening mtg. w/ Sr. BA Cliff Tillman - Regional/Facility Chief training/support needs for 2014

1/17/14 - Local 2620 Executive Committee Meeting - Oakland, CA. 8/29/13

Representation Activities:

Individual grievance advice and assistance (as needed, confidential)

1/14/14 - Labor Management Meeting at California Men's Colony - organized and facilitated by new RCS Rickann Clapp. Go Rickann!

Project(s):

Constitution Committee - the Constitution signed by Lee Saunders was finally received via email (scanned document) 11/5/13. It did not contain all changes we had anticipated. The entire constitution may need to be typed into editable electronic version so we can begin revisions. Once complete, it must be submitted for board approval, then member vote, back again to AFSCME. Committee members are me (Chair), Rickann Clapp, Brian Kaufman, Annalisa Sherman, Sonia Solis. This group represents varied classifications and geographic regions across the state.

Resources needed: If I need to type it in, I'll need a day off work, one in which I don't have to travel either. Committee needs a tutorial from Sean or Christopher to cover the following: How to edit a shared document without effing it up; How to do electronic meeting, i.e. Web Ex. We also need a large wall map of California with all the counties on it, for this we will need in-person meeting (at least one). This may

have been ordered? Need to know how many members are within each of our ten regions, how many in each Occupational group, and in each Facility that has a FCS. And the new Stockton site.

Political Action Committee (PAC) - Members we think are interested have been identified, still need to determine who is seriously interested, then set up first meeting. Council 57 officers PAC training - Goals for 2014 at the Oakland office on January 25th. Political Director Marc Victoria, Elaina Jannell and I are trying to organize first PAC meeting after that training, hoping members not available can participate by phone or electronic meeting.

Requested Agenda Items:

May have motion for approval of a child care reimbursement policy, if I have time to write it. If not, it will be tabled until the next EC meeting for review and approval. After that, the EB can confirm approval at the next EB meeting.

Prepared and submitted by:

Cynthia McCabe, Northern Vice-President, AFSCME Local 2620

TREASURER'S REPORT
EC/EB MEETING
1/17/2014-1/18/2014

- A. Account balances
 - 1. General account: \$1,619,569.72
 - 2. Political account: \$90,354.32
- B. Bank – MKA customers use the following 2 banks; need to make sure whether one of these banks will provide what we need in investing and at the same time be liquid with our money; need to work with MKA on when will be the best time to close BofA's accounts to make sure all issued checks have cleared.
 - 1. United Labor Bank – has locations in Long Beach, Sacramento, San Diego, San Jose, Glendale, Oakland
 - 2. Amalgamated Bank – has only one location in Southern California, Pasadena
- C. Started using Paychex for direct deposit with pay period ending 1/3/2014; still need to automate vacation/sick time tracking with Paychex
- D. Started Worker's Compensation for our 2 employees; the initial payment to start coverage was for \$1,412.50 (\$822 deposit and \$590.50 first quarterly installment).
- E. Motion: I move that we have a contract with Council 57 to pay \$2,500/month for 3 offices when Council 57 moves into their new office space. This contract should be signed by at least 2 Executive Committee officers.
- F. A recap of the Local's accomplishments during 2013 should be written and sent to all members.
- G. It would assist the LA office to have an updated list of members for each committee. Also, of meet and confer teams. If an alternate is sent, the alternate should write on TA who they are being an alternate for to attend the meeting. This will help clear any confusion that may arise.
- H. Budget for

**American Federation of State County and Municipal Employees
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Date: January 16, 2014

Secretary

1. Meetings attended

A. 12/14/14 EC

2. Project(s): Government affairs committee, member representation.

3. Budget: Unknown

Prepared and submitted by:

Debby Webb, Ph.D.
Secretary
AFSCME 2620