

American Federation of State, County and Municipal Employees Local 2620
Regular Meeting
Executive Committee
Thursday August 14, 2014
Burbank, California

I. Call to Order/Roll Call/Quorum

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

B. Present:

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

Cliff Tillman, Lead Business Agent, Council 57
Christopher Miller-Cole, Business Agent, Council 57
Shirl Martinez, Administrative Services Supervisor

Absent, excused: Marc Victoria, Political Director

C. Quorum met.

II. Review of Agenda

III. Review of Minutes

A. Motion to approve 07/09/14 minutes.

M/S/C: Cynthia McCabe, Sonia Solis

IV. Overview Presentation of 2012 Forensic Audit by Joyce Suen, CPA, Berkeley Research Group

1. The full presentation will be made to the EB tomorrow. Possible areas of concern include:

- a) *214 flagged items for approximately \$940,000*
- b) *Voluntary contributions decreased by about half*
- c) *Office and administrative expenses and contract, membership and representational expenses increased significantly, as did some other expenses. Steward expenses increased from 42,000 to 272,000. AFSCME Local 2620 needs to investigate and look at invoices to make a determination regarding whether the charges are legitimate.*
- d) *Could not find HR support for employees.*
- e) *Large expenditures: \$60,000 for mailing, including AMAC/Barbara Maynard, Wasserman and Wasserman \$18,500 and over \$20,000 to Peace and Justice. Peace and Justice Strategies LLC is owned by Barbara Maynard*

2. A conference call was conducted with Andy Baker, Attorney for Council 57 and George Popyack, Director of Council 57 regarding the forensic audit.

- a) *There was a discussion regarding how to proceed with this information. There will be a presentation to the EB tomorrow. We can concurrently investigate invoices and documentation of the suspicious flagged items and present them to AFSCME International for explanation or reimbursement and give them a deadline. We should act immediately. We can tell International we determined these expenditures are inappropriate and demand AFSCME International reimburse the money to AFSCME Local 2620. If International does not respond, we could report to local law enforcement. It was also recommended that AFSCME Local 2620 hire an attorney specifically to advise us on this issue. Andy Baker will write a demand letter including a statement asking if the International intends to report the discrepancies to DOL. Another possibility is to CC the AFL-CIO.*

b) Motion: To recommend to the EB that Local 2620 hire an attorney with an initial \$5000 retainer to represent and advise us regarding how to proceed with the findings of the Forensic Audit for the year 2012. M/S/C Debby Webb, Sonia Solis There was a hand count with 5 yeas and 0 nays.

V. Officer's Reports

A. President Carey

a) There was a discussion regarding benefits for our Political Director. The first check has been sent for health benefits. AFSCME 2620 needs to set up a 401K for him. Paychex offers this service and Treasurer Solis will pursue this option. President Carey is investigating life insurance options.

b) The Developmental Center Task Force will have 3 regional meetings. AFSCME 2620 should have at least 1 member from each facility attend these meetings. Motion: That a group representing members who work at the Developmental Centers (at least one for each facility) be released to caucus and attend the 3 Developmental Center Task Force regional meetings. M/S/C: Henry Carreon, Debby Webb

2. A conference call with AFSCME International regarding the November election will occur Wednesday August 21, 2014 starting at 6:00 pm. Our Political Director needs to be on this call. President Carey invited board members to call.

3. President Carey stated that his piece of developing the new database has been completed. We still have 2 databases. President Carey recommended closing the older database. Shirl Martinez, Administrative Services Supervisor, stated that we still need both, as the new one is not yet fully functional and she cannot run reports. The EC will review the status next month. The database also does not support Safari, used by Apple products. Motion: To make the current data base Safari compatible. M/S/C Debby Webb, Sonia Solis.

4. There was a discussion regarding President Carey's reimbursement requests, and an accounting from the Treasurer of the status so that reimbursements can be documented as per IRS and Union requirements, reconciled and paid. President Carey and Treasurer Solis are working on resolving this issue.

B. Northern Vice-President McCabe

- 1. Elizabeth Echols Assembly District 15. Motion: To accept the PAC recommendation to donate \$1000 to Elizabeth Echols Assembly District 15 campaign. M/S/C Henry Carreon, Debby Webb**
- 2. Motion: To approve sending the Political Director and Southern VP to attend the 8/17/14 fundraiser for Speaker Toni Atkins AD 78, for \$4100. M/S/C Cynthia McCabe, Henry Carreon**
- 3. PAC will have their monthly meeting 8/19/14. There is approximately \$65,000 in the PAC fund.**
- 4. The Constitutional Committee met 07/10/14. They have worked on proposals for changes, but have had difficulty scheduling conference calls when members are all available.**
- 5. The membership drive is in week 2 of 4 weeks. The goal is 85%, which would be 1100 members.**

C. Sothern Vice-President Carreon

- 1. Brother Carreon attended The Cal Labor Federation Biennial Convention in San Diego July 29 and 30, 2014.**
- 2. Bob Battle, Southern Business agent has retired and Council 57 will recognize him at the September delegates meeting.**
- 3. 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 Sonia Solis

- 1. Direct deposit to Amalgamated Bank, began in June. Some moneys remain in the general and political action accounts to cover outstanding checks. The escrow account is the only account that remains with Bank of America, as the Hudson report is not yet resolved.**
- 2. Current general account balances: Bank of America: \$1,034,583.76, Amalgamated Bank: \$4,397.74.**
- 3. Current political account balance: Bank of America: \$60,652.52 Amalgamated Bank: \$2,274.80.**
- 4. Motion: To approve the following reimbursement of expense claims requested over 90 days after the event: Elaina Jannell 01/11/14 through 01/29/14, Know Your Rights, EB, PAC meeting and meeting with Assembly Member Calderon totaling \$236.86, 2/7/14 through 2/15/14 Communication Committee, Steward's Council meeting, meeting with Director Allenby, GAC and Candidate Forum totaling \$471.42, 3/15/14 Regional/Facility Chief Stewards totaling \$31.92 for a grand total of 740.02. M/S/C Sonia Solis, Henry Carreon. Motion: To approve the following reimbursement of expense claims requested over 90 days after the event: Cindy Jane 4/14-15/14 RT M&C for \$77.13. M/S/C Sonia Solis, Cynthia McCabe. Motion: To approve the following reimbursement of expense claims requested over 90 days after the event: Wiyatta Fahnbulleh, 4/25-26/14 Advanced Stewards Training for \$285.40. M/S/C: Sonia Solis Debby Webb**
- 5. The Meeting Authorization Approval Process was discussed. It was tabled at this time.**
- 6. Forensic audit was completed. Jennifer Ziegler will make a presentation to the EB 08/15/14.**
- 7. See attached report.**

VI. Committee Reports

- A. See other reports.**

VII. Staff Reports

A. Senior Business Agent, Cliff Tillman

1. We need a Meet and Confer team regarding pharmacist's layoffs in CDCR. Motion: To approve the following members for the CDCR Meet and Confer Team regarding pharmacists layoffs: Mark Gannon-Northern Region, Kathryn Peters-Northern Region; Steve Skalisky-Central Region, Alan Springer-Southern Region; Alternate: Teresita Fugoso-Southern Region, Baljinder Atwal-Central Region. M/S/C: Cynthia McCabe, Henry Carreon
2. The meet and confer log was discussed.
3. The grievance log was discussed.
4. BA's are also doing an SPB log.

B. Northern Business Agent, Christopher Miller-Cole

1. Discussed grievance regarding alleged overpayment and CDCR's attempt to collect.
2. BA Miller-Cole reported on membership meetings at the San Francisco DOR office.

C. Shirl Martinez, Administrative Services Supervisor

1. See other reports.

D. Marc Victoria, Political Director, absent-excused

1. See Northern VP report.

VIII. Unfinished Business

- ### **A. See prior reports.**

IX. New Business

- ### **A. There is an issue per IRS rules regarding per diem for members who do their travel and business in 1 day. Treasurer Solis will research if there is a way that we can reimburse members.**

X. Good and Welfare

- A. See prior reports.

XI. Adjournment

Meeting was adjourned at 6: 00 pm.

Debra Webb, Secretary AFSCME 2620

Treasurer's EC Meeting Report
August 14, 2014

Bank of America General fund:

-1/2014: \$1,619,569.70
-2/2014: \$1,594,003.85
-3/2014: \$1,556,287.56
-4/2014: \$1,552,742.68
-5/2014: \$1,342,100.02
-6/2014: \$1,200,986.15
-7/2014: \$1,141,861.22
-8/2014: \$1,034,583.76

Bank of America Political fund:

-1/2014: \$90,354.32
-2/2014: \$92,439.12
-3/2014 \$94,545.12
-4/2014: \$96,977.92
-5/2014: \$99,294.72 (this is the balance prior to the political contribution checks totaling \$34,300.00, approved by the EB March 2014)
-6/2014: \$76,877.52
-7/2014: \$76,377.52
-8/2014: \$60,652.52

Amalgamated Bank General fund:

-7/2014: \$139,412.35
-8/2014: \$55,999.55

Amalgamated Bank Political Action fund:

-7/2014: \$2,274.80
-8/2014: \$4,397.74

Income:

-1/2014: \$313,114.63
-2/2014: \$307,517.49
-3/2014: \$309,451.01
-4/2014: \$311,563.36
-5/2014: \$313,280.91
-6/2014: \$323,781.60

MKA was changing their accounting software program and last month submitted monthly financial January through April.

Monthly Expenses:

1/2014: \$286,172.07
2/2014: \$329,834.72
3/2014: \$496,538.98
4/2014: \$411,447.01
5/2014: \$402,818.21
6/2014: \$361,389.45

Total General Fund: \$1,090,583.31

Total PAC Fund: \$65,050.26

Total Income: \$1,878,708.60

Total Expenses 1/2014-6/2014, not including PAC: \$2,288,200.44

MKA submitted this week the May and June 2014 monthly report which includes the budget information. These will need to be reviewed.

Motion to reimburse members for reimbursements submitted 90 days after the event:

1) Elaina Jannell, a) 1/11/2014 through 1/29/2014, Know Your Rights, EB, PAC meeting, and meeting with Assembly Member Calderon; totaling \$236.86. b) 2/7/2014 through 2/15/2014, Communications Committee, Steward's Council meeting, meeting with Director Allenby, GAC, and Candidate Forum; totaling \$471.42.

c) 3/15/2014, Regional/Facility Chief Stewards; totaling \$31.92. Grand total \$740.02

2) Cindy Jane, 4/14-15/2014, RT M&C; totaling \$77.13

3) Wiyatta Fahnbulleh, 4/25-26/2014, Advanced Steward's Training; totaling \$285.40

AFSCME Local 2620 rental agreement needs to be signed to complete the agreement of renting 3 offices from Council 57 office space.

Jennifer Ziegler, who completed the forensic audit, will be attending the EB meeting to provide a full verbal and written report to the EB during the emergency EB meeting scheduled for 8/15/2014. Her colleague will be attending the EC meeting to provide only highlights on the results of the audit.

The Trustees have started an audit by reviewing member reimbursements, creditor invoices, American Express statements, employee payroll information, EC minutes, EB minutes, etc. between 1/2014 through 6/2014.

Meeting Authorization process to minimize miscommunications

The research on the President's excel spreadsheet has been completed. The information still needs to be analyzed for the final outcome. This information will be provided before the end of August 2014.

Reimbursements for 2013 submitted by President Carey and approved by the EB for being submitted 90 days after the date of the event are still pending since TA's have not been submitted for reimbursements to be processed. President Carey is being asked to submit his TA's so that the Treasurer can process the reimbursements for payment prior to the end August 2014.

Since the Local's election will be taking place in the near future and we are currently doing member organizing any information obtained through the organizing process can't be used to assist any candidate in their election campaign.

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

Date: August 13, 2014

Secretary

1. Meetings attended

- A. 0710 & 11/14 EB
- B. 07/28/14 CIM Labor Management
- C. 07/09/14 SPOC
- D. 07/11-12/14 Managed Access Meet and Confer
- F. Member Representation

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

3. Budget: Unknown

Prepared and submitted by:

Debby Webb, Ph.D.
Secretary