



CSEA Chapter 262

November 20, 2019 Meeting Minutes

12:05 - 12:55 pm

Executive Board Members in Attendance

- Robert Stubbe, President
- Barbara Carrillo, Secretary
- Mark Fernandez, Communications Officer

- Rosa Asencio, 1st Vice President
- Zak Gallegos, Treasurer
- Brandon Gillett, Site Representative Coordinator

- Marlene Espina, 2nd Vice President
- Elizabeth Jauregui, Chief Union Steward
- Sandra Bollier, Past President

AGENDA ITEM	OUTCOMES / NOTES
1. Call to Order	Meeting Chaired by Chapter President Stubbe, called to order at 12:05 p.m.
2. Pledge of Allegiance	Led by Mark Fernandez
3. Approval of Minutes	Motioned by Elizabeth, 2 nd by John; Motion passes with corrections.
4. Introductions & Guests	Brittany Coleman, Labor Rep. Blanca Moreno with Child Development Center. Melly Deleon Ramos with Child Development Center
5. Communications	<p>Negotiations Update: Robert, proposal was submitted and approved by the Trustees.</p> <p>Online voting: Zak, paper ballots are available here for those who want to vote in person but no one requested paper balloting. Online balloting is going good. We have only 89 ballots cast so far so spread the word, voting closes on the 22nd. Zak informed 2 new members they can cast their ballot today at the meeting. You may have to check your personal email if you have not received a link.</p> <p>Membership Drive: Robert, with help from Brittany and the field office our membership drive has gone up, we have received 13 new members.</p> <p>Voting: Floor is open for voting and will close at the end of meeting.</p>

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6. Old Business	<p>Nominations: we are still accepting nominations. This is the last opportunity to nominate before we vote in December for Executive Board.</p> <p>Barbara read the names of the nominees and positions.</p> <p>Floor opened for nominations:</p> <p>1st VP: NONE, Secretary: NONE, Site Rep: NONE, Chief Union Steward: Mark Fernandez</p>
7. Reports	<p>Communications Office: Mark, created an online voting feedback form. Also, he will be sending out a reminder about online voting. The next newsletter should be coming out on Friday.</p> <p>Treasurer: Zak, insurance committee will be sending out a survey on supplemental insurance so if you are interested please take the survey. Zak provided the monthly treasurer report.</p> <p>Chief Steward: Liz, be mindful of release time when serving on a hiring committee. As soon as you know you are serving on a committee inform your manager. It was asked if admins are still monitoring timesheets? No response.</p> <p>A member asked about the sick leave in Workforce. The modular will be updated, Mark provided information on this and shared you do not need approval for sick leave.</p> <p>President: Robert, preparing for negotiations and online voting. Shared information on release time, our contract states that release time shall be granted. We have the District's trust, so we need to do our part and notify our managers when we know we are going to attend something. If you get any pushback or have any concerns, please notify Eboard.</p> <p>1st VP: Rosa, POD connect is now Live. Part of the Community College committee she is a part of she will be attending the conference tomorrow in Riverside with the Chancellors Office.</p> <p>Site Rep Coordinator: Brandon, this Saturday completing job steward training.</p> <p>2nd VP: Marlene, remember you have release time to serve on hiring committees. Managers don't have to approve for you to serve on a committee but you do need to work with you manager on office coverage. Currently there are five positions open that need reps to serve on hiring committees. There are a few openings for Governance Committees, Marlene will have Mark send out an email on those openings.</p> <p>Secretary: Barbara, provided information on the sock drive for veterans, coordinated by</p>

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8. Good of the Order	<p data-bbox="716 136 2039 185">Carlos Duarte</p> <ul style="list-style-type: none"> <li data-bbox="716 185 2039 266">• Liz, if you find yourself completing the pay grade application form you need to provide examples how your degree helps you perform the work and how it all ties in. <li data-bbox="716 298 2039 461">• Robert, consider volunteering for food pantry. Robert also shared the great news about Zak's Christmas film that was picked up by Amazon Prime. End of coverage notices, getting reports about end of coverage for Kaiser Folks. Robert confirmed there is no gap in coverage, so do not worry. <li data-bbox="716 493 2039 574">• A member asked a question about reclassification. Is there someone she can contact to get updates on a re-class request? Liz said contact Zaira or Alexis in HR. <li data-bbox="716 607 2039 688">• A member attended CPR and first aid training but only were certified for CPR not first aid. She was informed due to the high cost they can only certify for CPR. <li data-bbox="716 721 2039 883">• Do we have any guidelines how staff are compensated on conference and travel? Yes, we should be traveling during our work hours. Traveling outside of work hours then should be paid OT or adjust our schedule. If training exceeds 8 hours must notify manager you only stay for the 8 hours or are they okay with you exceeding the 8+. <li data-bbox="716 915 2039 959">• Raffle: #11, Melley DeLeon & #2 Gabrielle Quiroz.
9. Adjournment	1:00 p.m.