



Mt. SAC CSEA Chapter 262

Minutes

February 21, 2013

*"To improve the lives of
our members, students,
and community."*

ITEM	DISCUSSION	OUTCOME
Call to Order & Pledge of Allegiance	Call to Order - Meeting began at 12:05 Pledge of Allegiance - Gary Martinez	Number of Attendees - 30
Approval of Minutes	Moved by Lisa Harris, 2 nd by Linda Tackett	Minutes Approved with corrections
Guest/New Members	<ul style="list-style-type: none"> Ula Matavao from the Arise program 	<ul style="list-style-type: none"> New Guest was introduced.
Communication/Announcements	<ul style="list-style-type: none"> Sandra brought our attention to the email that was just posted on the Districts decision to allow employees free use of the wellness center, and encouraged all to read the email and utilize the free access. 	
Reports	<p>Agenda Review: Laura asked the membership to review the agenda and called for additions or changes. There were none and all accepted agenda as submitted.</p> <p>Report of action taken by the Executive Board:</p> <ol style="list-style-type: none"> On 2-12-13 the E-board motioned and approved the awarding of a \$50 gas card to the winner of the "Name the CSEA 262 Newsletter" contest that Tamiaka Hunter our CPRO will be giving more information on. (Disclaimer is that the E-board is not eligible to win the \$50 prize). On 2-12-13 the E-Board motioned and approved to send 1-3 of our E-board members to the CSEA Communications training to be held in mid-April, and pay for any expenses not covered by the State CSEA association. Members to attend will be Tamiaka Hunter CPRO, Cason Smith 1VP, and Jeff George our Webmaster. <p>Officers Reports:</p> <p>President: Laura explained that each officer will be chairing the meeting starting with Hawk. She reported that CSEA 262 had their E-board retreat Feb. 1st and started the development of a 5 - 10 year plan on goals for the chapter. Communication was the big focus. Laura also reported that Beverly Heasley went to pre- retirement training on her own time, and Beverly spoke about the training coming up and gave us her extension to call if we have any questions ext. 5301.</p> <p>1st Vice President: No Report</p> <p>2nd Vice President: Hawk commented on the governance committee report. He stated that the President's advisory council is amending and changing Mt. SAC's Mission statement. He also reported that Classified Professional day yesterday went very well and stated how important it is to network with each other and get involved with training opportunities on the campus. DeeJay Santiago sent out a feedback survey, and Hawk encouraged all of us to complete it. Bill Rawlings has agreed to serve on governmental advisory committee, and thanked all that</p>	

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	<p>volunteered to sit on hiring committees. He reported that we would be holding a medical seminar in April for those planning on retiring to help understand all the medical benefit information.</p> <p>Secretary: Sandra Reported that the E-Board will be going through officers training this month to better serve the members.</p> <p>Treasurer: Elizabeth reported that we had \$349 in income from chapter dues, \$111.03 in expenses, \$.34 cents earned in interest and an ending balance of \$8,981.22.</p> <p>Chief Job Steward: No report</p> <p>Site Rep Coordinator: Rondell mentioned that the Feb. 6th meeting with Jody Bell regarding the benefits of CSEA membership went very well. She gave us some highlights of things that were presented like a \$100 gas card that can be obtained by calling (800) 707-2306 which is United Insurance Partners, all you have to do is call for a free quote, if you go with them you get \$100 gas card if not you get movie tickets, and our chapter will get \$1. “No obligation”. Another benefit is with AT & T, if you upgrade to a smart phone, you get \$100.</p> <p>C-Pro: Tamieka reported that she needs story ideas for the newsletter, her ext. is 6487 and you can call or come by or email her your story idea. \$50 gas card will be given for the winner of naming the newsletter, and you can turn in multiple names. The newsletter will also highlight classified staff, so if you would like to nominate staff or a department for future newsletter submission please let Tamieka know.</p> <p>Past President: Bill added to Rondells report on the Insurance Broker called UIP, a small company based in Pasadena and they focus on working with small business people, and they can save you money with same Insurance Company you already use, but using them as the broker. The March 16th CSEA State Board of Directors meeting is at Glendale CC, in the community center, 9 am Saturday. May the meeting is in Buena Park</p> <p>Mindy Marcowitz- Santa Fe Field Office Rep. Stated that There were also many other discounts available through CSEA (ie: 8% discount on Verizon Phone service, \$10,000 accidental death benefit, and Union Plus bank credit card etc.)</p>	
Old Business	<ol style="list-style-type: none"> 1. Negotiations update: The Negotiations meeting will be tomorrow for ground rules, prioritizing items, and future updates will be coming. We will be sending out a joint communication with the District and CSEA to update what occurred, if this does not happen then we will send out updates on our web page. 2. Koff and Associates Class/Comp Update: Koff will be meeting with CSEA on March 5th and 6th to give presentations to us on what’s next. The Appeal process may be a problem as we were told there would be an appeal process, if one is not presented then 651 and 262 will help work on a process. CSEA can be included in the appeal process. The 1st 2 weeks of March you will be given your Job description to review and you will agree or disagree with it. If you disagree, you will then move to appeal process. You do not have the ability to negotiate directly with the district, only CSEA 262 can sign off on the job classifications. 	<ul style="list-style-type: none"> • More updates to come.

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	<p>CSEA looks at the big picture. 4 of our E-boards/members were granted 32 hours of release time to work on review all job descriptions, Bill, Rosa, Cason and Laura are reviewing them. Laura said we can call HR and get a copy of our PDQ to see what the manager stated on our forms. The compensation piece has not been done and will start after job descriptions are completed and approved. HR sent job descriptions to managers and they have till the 16th to complete them. Some managers said they never received them, but all managers have received the job descriptions and had an opportunity to review and comment on them. Laura said to email from your private email address (not Mt. SAC's to her at President@csea262.Org, if you want the team to look for any specific things on the job descriptions. If staff say no to job description, then there will be further review, send email and let the team know if something is not correct, even if you want to handle the issue yourself. Look past the title and look at the duties, to make sure they did not move duties and or add duties. Mindy said to make sure that they reflect accurate duties of what you were hired for and what you does now that has not been included in a prior re-class, or if job was eliminated and those duties were added to your job description.</p>	
New Business	<ul style="list-style-type: none"> Nomination of Allen Clark for Association Life Membership: Bill Rawlings explained what the lifetime membership award is, and spoke about Allen and why he feels we should nominate him as a chapter for this award. Bill spoke of his accolades and handed out a form for all of us to read with his qualifications. Laura spoke about how we approve this nomination, and she asked for the motion. Bill motioned and Rondell 2nd, then Laura called for discussion. Bill explained more about how the process works. Rondell asked what lifetime membership involves, Bill explained if granted Allen would not have to pay the association dues, would get recognition at events, and have a voice and vote at all meetings as well as life membership of his chapter. Linda stated that she trusts Bills judgment, and Laura asked for comments or questions. None were heard, Laura asked for all those in favor of submission of life membership for Allen Clark for the State Association. 	<ul style="list-style-type: none"> Motion passed
Good of the Order	<p>Rondell: asked about the wellness center.....times and hours. Sandra will call wellness center to find out about classes and times and Laura will send out an email.</p> <p>Hawk encouraged all to try Portos bakery in Glendale wonderful food.</p> <p>Questions about rehire rights that were taken away, and each it was stated that each department chair can decide who they want to rehire and the department hiring pays the blended rate to that Classified staff person teaching.</p> <p>CSEW week is May 19th to 25th. Tamieka and Hawk will coordinate this event week.</p>	
Adjournment	<p>Minutes Formatted and submitted by - Sandra R Bollier, Chapter Secretary</p>	<p>Next Chapter Meeting: 3-22-13 Meeting adjourned: 12:59 pm</p>

EXECUTIVE BOARD ATTENDANCE	
X	Laura Martinez – President
	Cason Smith – 1 st Vice President
X	Hawk Yao – 2 nd Vice President
X	Sandra Bollier – Secretary
X	Elizabeth Jauregui – Treasurer
X	Linda Tackett – Chief Job Steward
X	Tamieka Hunter – Chapter Public Relations Officer
X	Rondell Schroeder – Site Rep Coordinator

2012 CHAPTER MEETING DATES	
January 1, 2013	July 17, 2013
February 20, 2013	August 21, 2013
March 22, 2013	September 18, 2013
April 17, 2013	October 16, 2013
May 16, 2013	November 13, 2013
June 19, 2013	December 11, 2013
Bldg. 6-160	