HCU Executive Board Minutes
January 9, 2019

Call to Order - 5:14PM

Roll Call
- President – Devin Hunter
- 1st Vice President – John Frank
- Collective Bargaining Officer – Melody Hansen
- Organizing Officer - Anastasia Hernandez-Vasquez
- Political Action Officer – Chris Collings
- Communication Officer – David Lopez
- Membership Officer – Debbie Langworthy
- Secretary – Bethany Schaffner
- Treasurer – Tammy Baker-Siemon

Guests
- Debra Mayo-Kelley - AFT-Oregon Field Rep
- Ada Goldberg - AFT-Oregon Local Program Organizer

REGULAR ORDER

I. Approval of minutes
   A. August 28, 2018
      - Approved as presented
   B. October 10, 2018
      - Approved as presented
   C. November 14, 2018
      - Approved as presented
   D. SMM: November 15, 2018
      - Approved as presented (Will be send to members for approval)

II. Finance Report
   A. Statement of Activity
   B. Budget vs Actual
      - Income is below projections due to membership drops, retirees, and members leaving the district.

III. Work Retrospective
   A. Organizing Events
      - Board Game Night
         - Low turnout, needs to have social committee more involved.
• New Employee Orientation
  ○ All new employees were contacted. The powerpoint that was used in previous orientations has been updated.

B. Site Visits
• Miller West, Tobias
  ○ Good conversations were had at the work sites visited.

IV. Business
A. IRS Mileage Rate change
• Any mileage after January 1, 2019 will be reimbursed at the rate of $0.58/mile.

B. SWAG Order
• HCU branded gear is running low and needs to restocked. This gear is available for members during site visits and meetings. A list of desired items was presented and discussed.
• [Motion:2019-01-09-01] authorize spending up to $5000.00 to order quantity presented for HCU branded gear.
  ○ Made by Melody, seconded by Debbie. Motion carried.

C. Membership Drive
• Membership drive will take place Jan. 14-23. The focus of this drive will be on new membership.
• Two member organizers from HCU will go out after work along with any additional volunteers recruited from an emailed request.
• A new mapping program should help streamline the process.

Note: Executive Session 6:09 pm-6:30 pm

V. Reports
A. President
• Devin has been working on getting union boards updated and refreshed.
• Card audit has been completed.
• Helping to organize the membership drive.

B. Grievance Report
• Step 1 – 0
• Step 2 – 2
  ○ Sick Leave Donation for Short Term Disability recipients. District believes that employees do not qualify for sick leave donation if on short term disability. The contract language is straightforward on this issue.
  ○ Step advancement for temporary staff
• Step 3 – 0
• Arbitration – 0
• Resolved since last meeting – 0

C. Membership Report
• Members - 782
Non-Members - 548
Total in bargaining unit - 1330
Membership percentage - 58.80%
New employee count - 9
Member drops received - 72 (Since July ‘18)
   ○ Custodial - 7
   ○ Education Assistants - 16 (7 SPED)
   ○ Nutrition - 4
   ○ Office - 25 (Mostly AC staff) (1 denied)
   ○ Tech - 2
   ○ Transportation - 18
     ■ Sep - 3
     ■ Oct - 1
     ■ Dec - 14 (5 denied)

D. New members in - 4
E. Organizing Report
   ○ Contact Attempts - 143
   ○ Conversations - 24
   ○ Assessments - 5

F. Work Shouldn’t Hurt
   ○ Update on Work Shouldn’t Hurt was presented by Melody. A survey will be sent out to the SEAs through the WSLs. An informational request will be sent to the District requesting information on injury reports.

VI. Announcements
   A. Next Board Meeting: February 13, 2019

Expected Adjournment - 6:46PM
Submitted by Bethany Schaffner

Summary of Approved Motions
[Motion:2019-01-09:01] authorize spending up to $5000.00 to order quantity presented for HCU branded gear.