

**CSEA Local 635 – Executive Board Meeting
Minutes of March 18, 2015**

Present: Darlene Duncan, Jennifer Regg, Marilyn Loomis, Kelly Spettel

Officer Reports:

President – Darlene went to the Region 5 Executive committee meeting and spoke with Ross Hanna, director of contract administration. He is not encouraged with what he is seeing. They are asking members to be on the negotiating committee for the next contract negotiations.

Secretary – The minutes of March 2, 2015 were distributed for review. Marilyn made a motion to accept the minutes as written. Darlene seconded the motion. All in favor, motion approved.

Treasurer – Honorarium checks for officers were distributed. Marilyn is monitoring our SUNY accounts. She found some discrepancies with our print shop account. Will keep monitoring them.

Committee Reports:

Membership – 2 new members in the Heating plant. The positions in plumbing, paint shop have been filled.

Safety and Health – Darlene will meet with Josh Kemp on April 1. Discussed Workplace Violence.

Women's – Held Women's History month event yesterday. Everything went well and we have started receiving positive feedback. Ann Winchester has agreed to take over as committee chair. Kelly will stay on as liaison to the committee.

Old Business:

Luncheon for Maintenance/cleaners – We were denied the hour lunch for maintenance and cleaners. However, we still want to order them pizzas and have them delivered to MOC for maintenance to enjoy. For cleaners, we will have to deliver to several buildings. We will have to find a time to do this soon.

Netzer Employee Lounge – Construction work started on old lounge and new lounge has been created. The space is smaller but Human Resources said they don't need to supply us with break rooms. Communication on this was poor. We would like to bring that up at our next labor/management meeting regarding better communication.

New Business:

Call in Procedure for custodial – Currently there is a number that cleaners need to call if they are going to be sick. However, if there is an emergency and they have to call in they are supposed to call their supervisor. There have been issues about not being able to reach the supervisor.

Discussion held. Possible solution to have one designated phone for people to call in emergencies or for inclement weather and make sure a supervisor who is there has the phone.

Cable/Phones – Most of the Televisions in the break rooms are old and will need converters in order to be hooked up to upgraded cable. Union will not be paying for these converters. Employees will have to pay for their own converters.

Training – the committee discussed future training; Family Medical Leave (FMLA), Steward (scheduled May 19&20), Discipline and Interrogation. Jennifer Regg will work on scheduling training sessions. We also discussed the Grievance training some went to this week.

Conferences:

- Region 5 – June 12-14 in Corning, NY is anyone interested in attending
- Women's – May 1-3 in Albany, NY – We have budgeted for 6 people to attend through the Women's committee budget. Kelly will send information to the committee to see if anyone would like to attend. Is anyone from executive committee interested?
- President's – May 29 & 30, Darlene will be attending

CSEA Benefits – A member was told by another member that the college gives a monetary amount when a spouse dies. Darlene said that this has been done in the past but is not something the college has to do.

Executive meetings – More and more information is coming in and some of the executive committee feels we need to meet more than once a month. Discussion held. Committee decided to meet twice a month on the 1st and 3rd Tuesday of the month. However, we will only have a treasurer's report and committee updates at the 1st meeting.

Respectfully submitted by
Kelly Spettel, secretary – CSEA Local 635