

CSEA Local 635 – Executive Board Meeting
Minutes of April 29, 2015

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

The minutes of April 7, 2015 were distributed for review. Marilyn made a motion to accept the minutes. Jennifer seconded the motion. All in favor, motion approved.

Old Business:

Office Assistant Titles – The new titles will go into effect on May 7. Discussion was held. Committee wondered how communication was going to be given. Are there new job specs? If there is something new in the job specs that employees are not trained to do, they should ask for training.

Steward Training – There is steward training coming up on May 19 & 20. Kelly will send out information on the listserv.

Scholarships – Kelly talked to Cindi Hall (chair, scholarship committee) today about the scholarships. Cindi mentioned that the President sent out the letters last year. Discussion held. Committee would like to have Cindi send out letters to winners and their high schools this year and in the future. Cindi should write the letter and have it approved by Darlene before sending out. A copy of the letter should go to CSEA Local 635 and Marilyn Loomis. Proof of enrollment needs to be sent to us in order to send the checks to the college institution.

Pizza parties – Pearl Carroll (insurance company) will not be paying for the pizza because there was not enough time for them to speak and present information about insurance. The union will be picking up the tab for the pizzas. Some dates were decided for pizza meetings and they are;

May 8 (12-12:30) – Secretaries

May 11 (12-12:30) – Custodial

May 20 (12-12:30) – MOC

For the heating plant, Darlene will talk to the supervisor and see what day would work for them when most of them on shift. We will try to go in the morning at 7:00 am when one shift leaving and the other coming on (breakfast items). For the afternoon shift, we will bring them Pizza.

Dates will also be determined for afternoon shift for custodians.

New Business:

Secretary 2 position in Provost office – There is a vacancy in the provost office. There has been talk about changing this position to MC position. If the line is taken out of the provost office, we need to keep an eye on it and advocate for it to be placed somewhere else on campus. We do not want to lose this line.

Overcharging CSEA accounts – Marilyn is keeping track of the printing records from SUNY Oneonta. She feels we have been overcharged. If you have anything printed from the print shop, please make sure you are sending Marilyn the charge sheets.

Pension – Darlene sent out an email to all officers about the new legislation they are trying to pass. The resolution would require a constitutional amendment to retroactively take away the pensions of public employees upon the conviction of a felony related to public office. It is asking us to contact our state

senate and assembly members office and express your opposition to this legislation. We would like to forward this email to our members but will have to get permission from Hope Lambrecht (human resources) before sending due to the political nature and our listserv being used through college.

EAP committee - We have an EAP committee here on campus with two of our members as representatives. However, we do not get updates from the EAP committee. Darlene would like to get updates from the committee either by copy of minutes or our members informing us. Dawn Gage and Leigh-Ann Standish are our representatives on the committee. Kelly will talk to Dawn and see if we can start getting updates.

Listserv – The college has created a listserv for all CSEA employees. We can use this listserv to keep our members informed and get information out to them. We may not be able to get any labels in the future that we used to send out flyers. Therefore, we will have to try and use the listserv to now get information out like newsletter and event flyers.

Call in Procedure – We are trying to get a designated line for custodial department to call in when sick and another line to call in with any other issue (inclement weather, emergency, etc.). Telecommunications is working on it.

Lateral transfers – Once a year the custodial department have a sheet that they fill out for preference of building or shift. This is usually done by the end of July. Darlene is trying to get it so this procedure is done by the end of June.

Respectfully submitted by
Kelly Spettel, secretary