



ACE BOARD MEETING MINUTES

Meeting Date: 08/25/2016

Location: Juniper Hotel, Cupertino CA

Recorder: Shawna Aced

NAME	TITLE	ORGANIZATION	IN ATTENDANCE?
ACED, SHAWNA	RECORDER, FH	ACE	YES
SIGALA-AGUILAR, GRISELDA	BOARD MEMBER, DA	ACE	NO
BALDWIN, WILLIAM	VICE PRESIDENT, CS	ACE	YES
BARTCH, JOHN	BOARD MEMBER, CS	ACE	YES
BOOTH, ANTHONY	LEGAL	LAW OFFICE OF B. BOOTH	YES
BOOTH, BRADLEY	LEGAL	LAW OFFICE OF B. BOOTH	YES
DUBEAU, CHRIS	CHAIR NEGOTIATIONS	ACE	YES
KIRKPATRICK, KERI	BOARD MEMBER, DA	ACE	YES
HAND, ART	CHIEF STEWARD, FH	ACE	YES
JOSEPH, PAULA	CHIEF STEWARD, DA	ACE	YES
MANGIAMELI, CHRISTINE	BOARD MEMBER, FH	ACE	YES
PEREZ, ANNETTE	TREASURER	ACE	YES
PEREZ, DENISE	VICE PRESIDENT, FH	ACE	YES
RODARTE, IRMA	CHIEF STEWARD, CS	ACE	YES
TROSPER, MATT	VICE PRESIDENT, DA	ACE	NO
WHITE, CHRIS	PRESIDENT	ACE	YES



Meeting Start: 9:00 am

A. **Closed Session:**

No Closed Session

B. **ACE Update:** Presenter White

- ACE will host an ice cream social at De Anza Opening Day Sept 22nd.
- Classification study cost is lower than expected. ACE & HR have agreed on companies to interview. Goal is to choose a company in time to get on the Oct 3rd Board meeting agenda for approval. Focus of the study should be on classifications, not on salary schedules.
- ACE has completed about ten new employee orientations and all signed up as members. HR has not progressed on a formal onboarding process. ACE will continue with the orientations.
- Informal meeting to be scheduled with White, two ACE Stewards and the FHDA Board of Trustees to talk about general items.
- Six candidates are running for two open FHDA Board seats. White has been invited to attend a “Meet the Candidates” session.
- Bi-monthly 1-½ hour Steward trainings have started and are found to be helpful.
- District to present final budget Aug 29th. Looking at a \$4-5/Mil. deficit next year. There is some stability money. Budget challenges include decreasing enrollment, new Sunnysvale Ed Center and De Anza parking garage. Negotiations for salary increases, benefits and COLA are finalized for 2016/17. White will report out after Aug. 29th meeting.
- Need to increase attendance at site meetings. Coming classification study will require a great deal of communication with members. Site meetings afford an excellent opportunity for communication. Providing lunch may help with this increase. Will evaluate cost for return on attendance.

C. **Motion:** Approval of 06-08-16 minutes

Moved: Bartch

Second: Baldwin

Motion approved unanimously with the following amendments:

H. Fix typos. Correct, “were” and spelling of Keri’s name

F. Add bullet item: “Ace is not interested in funding this project.”

G. Add Leo’s last name and title



D. **Financial Report:** Presenters White & A. Perez

Cetera through East West Bank as of 8/24/2016

Cetera (East West) CD Total: \$257,146

Wells Fargo Accounts as of 08/24/2016

Checking account balance:	\$20,704.32
Business Market Savings (PAC Fund):	\$6,178.30
Business High Yield Account:	\$343,649.19
Wells Fargo Accounts Total:	\$370,530.81

E. **Negotiations Update:** Presenters Dubeau & Mangiameli

- Negotiations: In 2014 ACE opened articles 8, 11 & 18. District opened articles 10 & 13. The ACE Negotiations team meets Sept 19. Will survey members on negotiations.
- JMBL: Will meet Oct 27
- VEBA: Three eligible people receiving \$100 per month retro to Jan 1 2016. District will notify those that are eligible. Application was agreed upon with minor adjustments. Application will go out as soon as modifications are completed and board approval received.

F. **Union Rights of Officers:** Presenter B. Booth

- Obligations and rights per contract in terms of release time for ACE activities.
- 5.2 Release time for ACE activities conducted outside of regular work hours.
- 5.2.1, 5.2.1.1 Allows for release time and backfill.
- 5.2.2 Twenty hours release time allowable can be split between stewards as needed to meet with members.
- 5.2.3, 5.2.4 Release time for board members and stewards.
- 5.2.5 Release time for negotiators. Additional time can be arranged by mutual agreement if needed.
- 5.2.6 Release time for district or college committee work.
- 5.2.7 Release time for union conferences and conventions.
- 5.2.8 Release time for preparation of materials for new employee orientation
- 5.2.9 Supervisor or manager prior approval required for release time.
- 5.2.10 Release time can be denied if employee presence is needed.
- 5.2.11 ACE to submit quarterly report on how release time was used.



G. Strike Fund Policy: Presenter B. Booth

- Created a “Strike Policy DRAFT ” rather than a “Strike Fund.”
- This Strike Policy is informational to let members know; how, what & when.
- A worker on the strike line can be compensated for that time. Amount of compensation stated is an objective not a requirement.
- ACE monies outside of the operating budget may be used to pay striking workers for a short time.
- If ACE and the District find themselves at impasse, constitution item 1.2.3 outlines the following decision making process: Notify Public Relations Board, Board sends mediator, if mediation fails, goes to arbitration, both parties present their sides, arbitrator’s report goes to the Board of Trustees, depending on Board of Trustees decision workers will strike or not.

Motion: Approval of Strike Policy

Moved: Mangiameli

Second: Bartch

Motion approved unanimously with the following amendment:

Item 1: “*to pay a weekly stipend*” change to “*to pay a stipend*”

H. 2016/17 ACE Tentative Budget: Presenters White & A. Perez

- White analyzed budget years 2010 thru 2016 to determine where funds are spent and saved.
- Two largest expenses and savings are lawsuits and membership fees.
- There is a need to reduce surplus funds.
- Based on historical expenses it is reasonable to reduce member dues by 10%.
- Option will remain open to forgive dues in the future if feasible.
- There is no real way to predict if a situation will arise that would require a great deal of funding. However the risk is minimal and all possible steps have been taken to decrease any risk.

Motion: Reduce member dues by 10%

Moved: A. Perez

Second: Hand

Motion approved unanimously with the following amendment:

“Effective for the November 30th 2016 paycheck.”

Motion: Approve proposed 2016/17 budget with 10% dues reduction

Moved: Hand

Second: Baldwin

Motion approved unanimously



I. **PAC Fund:** Presenter White

- Voluntary contributions of \$36.00 currently going into this fund.
- At this rate it will take nine years to pay off.

Options:

- Increase funding into the PAC fund.
- Leave it as is.
- Forgive the debt.

Suggestions:

- Reach out to members for voluntary contributions.
- Send out a newsletter with full disclosure and instructions on how to donate.
- Need to review, write policy and create voluntary donation form.
- ACE Board members will voluntarily contribute to PAC fund.

J. **Issues Around Mutual Respect/Equity:** Presenter White

- We have Article 7.18, Mutual Respect, of the *ACE Agreement*, which gives us the opportunity to discuss issues with the District, but it cannot be grieved. Challenges around this issue include:
 - HR's adversarial demeanor. White has had discussions with HR regarding this behavior. A discussion at a higher level is needed.
 - This is particularly noticeable in reclassification meetings. To address some of the challenges with a member getting re-classed:
 - ACE needs to be notified at the beginning of the reclassification process to help the member work with their supervisor throughout the process. It works best when their supervisor drives the reclassification. It is the member's responsibility to notify ACE, so we need to work on communicating this point.
 - Many times there is no violation of the contract. There is also resistance to file official complaints or have steward talk to the accused supervisor/manager. This leaves the union's hands tied in trying to remedy the situation.
- Opportunities to address this issue.
 - Have a discussion with the District to ensure that issues between managers and staff are addressed and how managers need to be held accountable.
 - Chief stewards and White met with chancellor on Sept. 6 regarding lack of professionalism by administration and will meet with her again on Oct. 18.



- Documentation is essential.
 - ACE will create a mutual respect complaint form to include the name of the individual, the actions and the request to meet. These forms can be kept and documented to assist in establishing a record of conduct.
- Administrator Evaluations: Monitor to ensure administrator evaluations are being done. Encourage HR to make certain that evaluations are sent to staff working directly with the administrator; keeping in mind that ACE has no authority over how administrator evaluations are handled.
- Encourage HR to provide training for all staff, including administrators, in the area of mutual respect and equity.
- Mentoring for managers: There are some really great managers in the district and mentoring would be a good way to tap into that talent.

K. Future Goals for ACE:

- Evaluate the use of temporary workers (TEA's), independent contractors, and student workers.
- Increase member and leadership involvement in ACE.
- Increase member attendance at site meetings.
- Employ a buddy system to promote site meeting involvement. Everyone brings someone to the meetings.
- Send out meeting reminders to members via email and phone tree.
- ACE swag to promote and demonstrate unity.

The Meeting Adjourned: 3:30 pm