



ACE Board Meeting Minutes

Meeting Date: 11/09/2016

Location: FH Altos Room 2019

Recorder: Shawna Santiago

NAME	TITLE	ORGANIZATION	IN ATTENDANCE?
SIGALA-AGUILAR, GRISELDA	BOARD MEMBER, DA	ACE	YES
BALDWIN, WILLIAM	VICE PRESIDENT, CS	ACE	NO
BARTCH, JOHN	BOARD MEMBER, CS	ACE	YES
BOOTH, ANTHONY	LEGAL	LAW OFFICE OF B. BOOTH	YES
BOOTH, BRADLEY	LEGAL	LAW OFFICE OF B. BOOTH	NO
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
OLSEN, SCOTT	GUEST	ACE	YES
PEREZ, ANNETTE	TREASURER	ACE	YES
PEREZ, DENISE	VICE PRESIDENT, FH	ACE	YES
RODARTE, IRMA	CHIEF STEWARD, CS	ACE	YES
SANTIAGO, SHAWNA	RECORDER, FH	ACE	YES
TROSPER, MATT	VICE PRESIDENT, DA	ACE	YES
WHITE, CHRIS	PRESIDENT	ACE	YES



Meeting Start: 1:00 p.m.

- A. **Closed Session:** No action was taken in closed session.
- B. **Report out from closed session:** Nothing to report out.
- C. **Motion:** Approval of 10-12-16 minutes
Moved: Bartch
Second: Mangiameli
Motion approved Joseph and Kirkpatrick abstained.
- D. **Financial Report:** Presenter A. Perez

Cetera through East West Bank as of 11/09/2016

Cetera (East West) CD Total:	\$257,549.01
Wells Fargo Accounts as of 10/11/2016	
Checking Account Balance:	\$21,829.99
Business Market Savings (PAC Fund):	\$6,450.77
Business High Yield Account:	\$367,509.71
Wells Fargo Accounts Total:	\$385,377. 91

- E. **Public Comment:** None
- F. **Old Business:** Presenter White
 - **ACE Classification Study:**
 - ACE and District agreed unanimously on Koff & Associates to conduct the classification study.
 - **Koff & Associates:**
 - Heavily favored by the references contacted.
 - Referenced recent studies.
 - Clear and concise classifications and job descriptions.
 - Have worked with institutions of our size.
 - 30 years of expertise.
 - Familiar with California Ed Code.
 - First meeting will be Dec 12 2016
 - Contract starts Jan 1st 2017
 - Barring delays process should run 6-9 months.



- At this time, District is fully funding the study with an MOU that all decisions will be made through the joint classification committee (JLMCC).
- If there is a salary study, more than likely the comparisons will be made within our own internal salary schedule.
- Koff & Associates will provide guidance on whether or not the current job descriptions are a clear and accurate representation of the classification that the job is currently in.
- Study may or may not address the classification process in Article 15; either way it will need to be resolved with a separate MOU.
- As of Oct 21 reclassifications will be on hold as there will be no room for appeal.
- ACE and HR need to put together an MOU regarding the submission of reclassification applications and the entitlement to retro pay.
- **PAC Fund**
 - Funding has increased from \$34 per month to \$134 per month; at this rate would be paid off in 2.5 years.

G. **New Business:** Presenter White

- ACE Committee Reports
 - Focus on actions that would affect ACE
 - Items that we need to look at as a bargaining unit.
 - Decisions made that are directly related to ACE business.

H. **President's Announcements:** Presenter White

- Officer elections were held and all went unopposed.
 - Treasurer: Annette Perez
 - De Anza Chief Steward: Paula Joseph
 - De Anza Board Member: Selda Sigala-Aguilar
 - Central Services Chief Steward: Irma Rodarte
 - Central Services Board Member: Scott Olsen
 - Foothill Vice President: Denise Perez
- White welcomed newest board member Scott Olsen
- July 2016 we negotiated voluntary transfer process.
 - Of the 22 open classified positions, there were 12 applicants, 8 of whom met the qualifications and 4 were hired.
 - Need to look at why there were only 12 applicants.
 - Currently the hiring manager makes the final decision. If this manager supervises the transfer candidates current position as well as the transfer position there is the potential for conflict of interest.
 - May need some language negotiated in terms of who is making the final decision on transfers.



- Still waiting on report for working out of class opportunities.
- A. Perez got a requisition to pay for the temporary hiring of an accounting agency, based on an MOU that states because this is a specialize service HR does not have to open the position to ACE employees. The board was not aware of such an MOU. White will look into it and report back to the board.
- ACE Site Meeting attendance has increased with the offering of pizza lunch. At De Anza attendance has increased from 6 to 25 attendees. Offering pizza is definitely worthwhile and we will continue to assess its effectiveness. S. Olsen suggested we add an agenda in addition to the pizza in the calendar notification to ACE members.
- Faculty Association has invited ACE members to attend a May 15 2017 retirement workshop to learn about CALPERS, Social Security benefits.
- No board meeting in Dec. scheduled as we have an off-site meeting with Booth Law Group on Dec. 15. It will serve as our board meeting.

I. Committee Reports:

- **Budget:** Presenter White
 - The District is looking at a \$6-mil deficit and ongoing enrollment challenges.
 - Our single greatest issue is our decreasing enrollment.
 - Enrollment is down statewide.
 - International student admission is down.
 - Good news: Prop 55, an extension of Prop 30, passed and will be an ongoing source of funding which could help FHDA.
 - In January the Governor's initial budget will let us know where we stand in terms of funding.
 - Need to wait to see what affect the president elections will have on our economy.
 - We still have a \$45-mil stability fund that could cautiously be spent down.
 - Over 7-8 years the district has compiled a fund of \$45-mil above what is required by law by sweeping savings and some ongoing money for unfilled positions.
 - Because these are one-time funds, they cannot be used to staff positions.
 - In an effort to save money district will most likely begin to keep open positions unfilled.



- **Negotiations:** Presenter Dubeau
 - Open for negotiations are articles 9 and 14. Holidays and holiday pay for alternative work schedules.
 - Professional Growth Award.
 - Need to increase the payout amount.
 - Educational Assistance payouts ACE \$1K vs. Administrators \$2900. Why are there different payout amounts for different groups? Need to look into this inequity.
 - District has not identified what they will be opening for negotiations.
 - Negotiations are waiting to see where the budget is going.
- **JMBL:**
 - Will meet again in January.
 - Bridge to Medicare program (Post 1997) Administrators receive a larger payout for this benefit, but all units pay the same rates for health care benefit premiums. Currently the Bridge to Medicare benefit is 2.8 percent for all units, but it is based on a salary range in your specific bargaining unit's salary schedule.
- **VEBA:** Presenter Mangiameli
 - Negotiated to receive one-time funds from the district in the amount of \$800K.
 - This money will have to run through paychecks in order to get transferred into the VEBA account.
 - Payroll needs to provide written notice to employees explaining the Employee Benefit Adjustment in and Mandatory Employee Deduction out that they will see on their paychecks.
 - VEBA is now active in payout.
 - Paid out \$600 this year to the only employee currently eligible.
- **PARC:** Presenter D. Perez
 - Due to Financial Aid regulations, Foothill has suspended its early summer term which brought in 320-370 FTES.
 - Looking at the possibility of running a late spring however this creates issues in part-time faculty load limits.
- **Other: DDEAC/HRAC/Equity, PBTs**
 - None

The Meeting Adjourned: 2:32 p.m.