



MINUTES - CPPW Executive Board Meeting

Monday, February 12, 2024

6:30pm-8:00pm

A. Call to Order

- a. **Time: 6:34 pm**
- b. **In attendance:** Kari Koch, Kevin Block, David James, Chris Gustafson, Jay Richmond, Annette Wood, Jessica Irvine. Guest: Randy Thompson
- c. **Quorum requirement:** met

B. Welcome and Introductions: Kevin introduced Randy Thompson.

C. Committee/Officer Reports

- a. **Bargaining report:** (Kari)
 - i. **Retreat report back:** review of 4 hour meeting on Saturday 2/10. Bargaining team reviewed AFSCME contract for proposals to share with attorney. Provisions identified for further exploration – implementing a new wage scale, work week, probation, sick leave, transition sick to vacation leave/cash out. Discussion about the proposed provisions and next steps.
 - ii. **Info Session:** Member meeting scheduled for 2/13 - 12:00 pm in the 1500 Room at the Portland Building
- b. **Admin report:** (David and Jessica)
 - i. **Contact Management System:** update on meeting with vendors to gather proposals. Discussion of program features and preliminary costs. Meetings are ongoing. Insurance quote is pending.
 - ii. **Lists and communications:** David is continuing to provide lists to the city to update on new memberships.
- c. **Secretary report:** Presentation of minutes for review and revision. **Motion** to approve minutes of 2/5/24 meeting with changes noted by Annette and Chris Gustafson. **Motion** carries unanimously.
- d. **Stewards/Elections:**
 - i. **Stewards:** (Kevin)
 - ii. **Cases:** 5 ongoing cases, 1 new since last week
 - iii. **Membership Blitz:** it's happening! Sign up for at least one shift. Discussion about where and when coverage is needed. Tuesday – 8:30-9:30, Wed 12:00-1:00, Thurs 9:30-10:30
 - iv. **Super successful CAT orientation:** Email going out to CAT members with information on where to meet 2/13/24. Ongoing follow up. More activities on Wednesday and Thursday.
 - v. **New Steward swearing in:** Per motion in 2/5/24 meeting, Randy Thompson appointed to serve as steward.
 - vi. **Elections:** tabled
- e. **Treasurer's Report:** (Chris)
 - i. **Balances:** as of 2/9/24:
 1. \$500.00 savings
 2. \$798.06 checking



3. \$1000.00 payment to Oldham Law,
4. \$100.00 in donations
- ii. **Budget draft:** largely complete; awaiting figures relating to membership management software and insurance.
- f. **At Large Member reports:** (Jay)
 - i. **CPPW Calendar** - [CPPW Calendar](#) update – tabled
 - ii. **Office issues** – still resolving permissions issues
 - iii. **Transition from Google Docs to One Drive update:** documents transferred, and all board members should now only be using MS 365. Additional issue of how best to share documents with members who are on on MS365; board members who need to share information to members outside of executive team are responsible for keeping sharepoint files up to date.
- g. **Health Care costs**
- h. **Org Charts**
- i. **Online membership cards**
- j. **Reimbursement of Connor**
- k. **Info sharing**
- l. **Process to track existing staff changes (reclassifications) and tracking the hiring around work that should be CPPW**

D. New Business

- a. **Affiliation timeline:** Meeting with AFSCME and PROTEC. Background: AFSCME contract expires on 12/31/24 and will be issuing a demand to bargain soon. PROTEC's contract expires 6/30/25 and does not yet plan to issue demand to bargain. Both bargaining units are taking on bargaining partners. PROTEC is only planning on requesting a COLA adjustment and AFSCME has bargained for a 2% raise and a 3.3% COLA (for a 5.3% total wage increase). Wage proposal for unrepresented workers of a 5.3% increase to be approved by city council. Discussion: about engaging in affiliation talks with both unions while at the same time continuing to move forward on independent bargaining, and gathering information about the bargaining process with the city. Discussions are aimed at exploring all levels of partnership with other City unions, the central theme of discussions being, of course, gathering information related to affiliation. **Motion** to begin the process of having affiliation discussions with boards of AFSCME and PROTEC to gather information. Motion carries unanimously.
- b. **New bargaining member alternate:** Proposal by the Bargaining team to add Johnathan Simione as an alternate to the bargaining team. Bargaining committee interviewed Johnathan. **Motion** to affirm Johnathan Simione as Bargaining Team alternate. Motion passes unanimously.

E. Priorities and Good of the order sharing:

- a. President/Kari– CAT team/bargaining
- b. Treasurer/Chris – continue refining budget forecast and steward work
- c. Organizer/Annette – Membership Blitz



- d. Member at Large/Jay – Helping to set up for bargaining team meeting tomorrow, connecting with Lee
 - e. Secretary/Jessica – continue software vendor meetings, receive insurance proposal
 - f. Steward/Kevin – be available to board and stewards
 - g. Vice President/David – dues lists/forms, follow up with City, request to set up info email.
- F. Announcements:** none
G. Adjourn: 8:03 pm

Signed:

Jessica Irvine

Feb. 19, 2024



Stewards Oath:

I agree to fulfill the union's duty of fair representation to every member of a represented bargaining unit, without exception. I recognize as a steward that I am the face of the union and I agree to carry out my role and responsibilities in a responsible, knowledgeable, and effective manner. I agree that I will deliver to the executive board all books, papers, and other property of this union which are in my possession when my position as a steward has ended or upon request.