



## MINUTES – CPPW Executive Board Meeting

Monday, March 17, 2025

6:30pm-8:00pm

**A. Call to Order:** Kari Koch called the meeting to order

- a. Time: 6:36 pm
- b. In attendance: Kari Koch, Meg Wren, Chris Gustafson, Jessica Irvine
- c. Quorum requirement: met

**B. Welcome and Introductions:**

**C. Committees:**

- a. **Minutes:** Presentation of minutes of 03-10-25 Minutes of the Executive Board Meeting for approval. **Motion to approve the minutes of the 03-10-25 Executive Board Meeting. Motion carries unanimously. (5 minutes)**
- b. **Committee Reports:** Critical updates only **(30 minutes)**
  - i. **Mediation/Mediation report update:** Request for data. Mediation meeting on Thursday, March 20. **Motion to budget an ongoing amount of \$300 for the mediation team to cover meals. Motion carries unanimously.**
  - ii. **Budget/District Budget discussion update:** First district budget listening session is 3/18 (3 members signed up). Update on Labor and Workforce Committee presentation.
  - iii. **CAT/Signage:** Plans underway. Budget request pending. Strike prep program implemented. Strike pledge language pending.
  - iv. **Strategic Retreat:** not discussed
  - v. **Admin update (policy, procedure, union software, lists, other):** Treasurers report tabled until 3/24 meeting. **Motion to approve the CPPW Approval Structure policy as presented. Motion carries unanimously.** Policy to be posted to CPPW website.

**B. Old Business:**

- a. **Defer Topic - Scope of Responsibility Follow Up: (10 minutes)** - not discussed
- b. **Layoffs (10 min):** update on current changing state of government plans that affect layoffs.
- c. **Election Plan:** Discussion detailing plan to administer election:
  - i. Email list to encourage signing card, reminder about election: 3/20 and setting deadline for signing card for 3/24
  - ii. Most current list of members to Election committee by midnight on 3/24
  - iii. Link to voting program by 12pm on 3/27 open from noon until midnight
- d. **Nominations (See General meeting prep below)**

**C. New Business:**



The City of Portland Professional Workers Union  
Executive Board

- a. **General Meeting Prep (15 min): for the agenda** – Agenda: Highlights, Exec Team Updates, Election, Mediation, Strike Pledge, Practice Picket
- b. **Strike Prep/Strike Pledge (15 min):** final draft to be sent for approval
- D. **Priorities and Good of the order sharing: (5 minutes)** for next meeting agenda.
  - a. Meg: strike pledge complete, meeting preparation
  - b. Chris: meeting prep, practice picket planning
  - c. Jessica: meeting prep, ongoing admin
  - d. Kari: mediation prep
- E. **Upcoming Meetings:**
  - a. Executive Board: 3/17, 3/24, 3/31, 4/7, 4/14, 4/21
  - b. General Membership Meetings: 3/27, 4/24, 5/29
- F. **Adjourn:** 8:03 pm

Signed

*Jessica Irvine*

**Jessica Irvine, Secretary**