



MINUTES – CPPW Executive Board Meeting

Monday, March 24, 2025

6:30pm-8:00pm

- A. **Call to Order:** Kari Koch called the meeting to order
 - a. Time: 6:32pm
 - b. In attendance: Kari Koch, Chris Gustafson, Kevin Block, Jessica Irvine, Annette Ramirez
 - c. Quorum requirement: met
- B. **Welcome and Introductions:** Kari welcomed Connor Andersen to the meeting.
- C. **Committees:**
 - a. **Minutes:** Presentation of minutes of 03-17-25 Minutes of the Executive Board Meeting for approval. **Motion to approve the minutes of the 03-17-25 Executive Board Meeting. Motion carries unanimously. (5 minutes)**
 - b. **Committee Reports:** Critical updates only **(30 minutes)**
 - i. **Mediation** – Recap of mediation topics. Upcoming Mediation scheduled for April 14, 21 and 24. April 24.
 - ii. **Communications** – Discussion about coordinating Comms with upcoming union activities.
 - iii. **Admin update (policy, procedure, union software, lists, other):**
 - 1. Change to format of General meetings – discussion about implementation
 - iv. **Treasurers Report:**
 - 1. **Savings \$22989.89**
 - 2. **Checking \$66181.43**
 - 3. **Legal Reserve \$31785.81**
 - 4. Discussion of membership audit and setting up committee to conduct an audit in July 2025.
 - v. **Stewards LOA:** Update on status of LOA with City regarding grievance procedure. In progress.
 - vi. **Intern** – Discussion about changes to Comms Intern hours/contract. **Motion to update intern contract to increase to 15 hours per week at a rate of \$900 per month and change the term from 6 months to a month to month. Motion carries unanimously.**
- B. **Old Business:**
 - a. **General Meeting Prep (15 min):** Planning for 3/27/25
 - b. **Strike Prep/Strike Pledge (15 min):** **Motion to appoint Glen Devitt to Planning Section Chief for strike planning. Motion carries unanimously.** Other positions



The City of Portland Professional Workers Union
Executive Board

discussed for Strike organization: Finance Section Chief, PIO Section Chief, Partner Section Chief, Operations Section Chief, Logistics Section Chief.

- C. New Business: Motion to approve member request for dues assistance for 90 days.
Motion carried unanimously via email vote on 3/23/25**
- D. Priorities and Good of the order sharing: (5 minutes)** for next meeting agenda.
 - a. Annette: gone in April. Kim will cover CAT
 - b. Kevin: 2 info sessions on 3/25. BRFS and PP&D. Kevin, Annette and Chris to attend, HR meetings, LOA, prep for general meeting, out April 4-11
 - c. Chris: targeted outreach, strike prep
 - d. Kari: political pressure, meetings covering layoff requirements, planning budget timeline, general meeting prep, bargaining team readiness, filling in. Out 3/29-3/30
 - e. Jessica: comms contract, prepare for general and next EB meeting. Out 3/28-3/29
- E. Upcoming Meetings:**
 - a. Executive Board: 3/31, 4/7, 4/14, 4/21, 4/28, 5/5
 - b. General Membership Meetings: 4/24, 5/29, 6/26
- F. Adjourn: 8:13 PM**

Signed

Jessica Irvine

Jessica Irvine, Secretary