

CSEA Local 635 Executive Committee Meeting  
Minutes of February 4, 2016

Present: Darlene Duncan, Joe Roberts, Kelly Spettel, Marilyn Loomis

Officer Reports:

**President and Vice President** – No reports

**Secretary** – Minutes of December 30, 2015 were distributed for review. Marilyn made a motion to accept minutes as written. Darlene seconded the motion. All in favor – motion passed.

Email was sent to Kelly by Eileen Morgan-Zayachek checking with the union to see if we have anything in our contract that says the college has to supply us with a break room or lounge in each building. Discuss held. There is nothing in our contract that says we are supposed to have break rooms. Kelly will relay the information back to Eileen.

**Treasurer** – The January treasurer's report was distributed for review. Darlene made a motion to accept he report. Joe seconded the motion. All in favor – motion passed.

Committee Reports:

**Health and Safety** – There was an issue with one of our members breaking out in a rash after cleaning the ceramic study. Darlene contacted Tom Rathbone and the NYS Health and Safety person was brought in to do a thorough inspection of the area.

**Member services** – Mary Moubray reported that the committee moved the sweatshirts and goodies to new bookshelves in union office. They have two new employees to deliver welcome packets to at their next meeting.

**Scholarship** – no report from Cindi Hall. However, Kelly received the CSEA scholarship information in the mail and contacted Cindi about keeping the forms in her office and having them available to members. Kelly also sent the information out to all of our members on the listserv.

**Social** – no report

**Women's** – Ann Winchester sent information on what the committee has been planning. They are going to do a toiletries drive for Family services starting next week. They have several brown bag lunches in the planning stages; Voluntary work reduction option, couponing, and walking club. They are also planning an event for March – spring into health with lunch and a motivational speaker. They are also going to invite local businesses to set up booths for the event. Kelly reminded Ann to make sure she gets approval from Human Resources before going ahead with her plans.

Old Business:

**Prep test booklets/bully buster notepads** – Marilyn handed out Civil Service Test Preparation booklets and videos that are available to order. Officers will go back and look at it and give feedback to Marilyn on what we should order. Union doesn't have any of the bully buster notepads. They are probably waiting to see who the new officers are since it lists the president on the booklet. Kelly suggests just ordering little notebooks and making our own labels to attach with our information.

**Member Engagement** – Those of us that went were not impressed with the training. There wasn't much training at all. Mostly we talked a lot about what was wrong and right with the union and what the climate is at SUNY Oneonta.

New Business:

**Political Action Committee (PAC) rep to speak** – One good thing that did come out of the training is finding out that the PAC person would come out and speak with our members. I think we should look into this and find out if someone could come out and let us know what is happening with current Supreme Court case.

**Mileage and lodging reimbursement** – Marilyn received the new IRS mileage rate which is .54 cents per mile as of January 1, 2016. Kelly made a motion to accept the IRS mileage rate as the one we use for our local. Discussion held and officers voted; 4 – yes, 0 – no.

CSEA also sent new overnight allowance rates and meal allowance rates. Overnight allowance rates per event;

Occupational Safety and Health – April 15-17, 2016 – Lake Placid, NY	\$30 per overnight
Retiree Delegate Meeting – August 23-26, 2016 – Verona, NY	\$30 per overnight
Annual Delegates Meeting – October 17-21, 2016 – Washington, DC	\$30 per overnight
All other CSEA sanctioned events, i.e. CBTU, AFSME conferences Asian Pacific, Black & Puerto Rican conference, etc.	\$30 per overnight

Darlene made a motion to accept the overnight allowance rates for our local. Discussion held and officers voted; 4 – yes, 0-no.

Meal Allowance rates are as follows;

\$10.00 for breakfast if on union business before 7:00 am
\$15.00 for lunch if on union business between 12:00 and 2:00 pm
\$30.00 for dinner if on union business after 7:00 pm

Kelly made a motion to accept the meal allowance rates for our local. Discussion held and officers voted; 3- yes, 1-no.

All three motions adopted for Local 635.

**Spring Conference** – The Region five spring conference will be held April 29, 30 and May 1 in Cooperstown, NY. Registration information should be coming soon. Darlene plans on going and Kelly said she might be able to attend as well.

**OA1 Positions/applications** – Some OA1 positions may be posted provisionally until a new exam is given. In order for people to apply provisionally, they must send in a resume and cover letter and apply with Human Resources.

**CSEA fee payers** – Darlene wants Mary to have applications for agency shop fee payers. Her committee will work on trying to get fee payers to join union.

**Provost Interviews** – There are four Provost candidates coming to campus over the next few weeks. The unions have been invited to sit in on the interview process. Here are the candidates and the times we are scheduled.

Venkat Sharma – Feb 8. At 1:00 pm, morris 104

Elizabeth Throop – Feb 17 at 1:00 pm 104 Morris

Scott Furlong – Feb 22 at 1:00 pm 104 morris

George Arasimowicz – March 2 at 1:00 pm 104 Morris

Kelly can make all of them except Feb. 8. Would someone be willing to go at that time. Darlene said she would go on Feb. 8.

**Telephone/fax union office** – We had to buy a new phone in order for the fax machine to work properly.

Respectfully submitted by  
Kelly Spettel, Secretary Local 635