

**BAAQMD Employees' Association**

**375 Beale Street Suite 600**

**San Francisco, CA 94105**



*“Final EA Board Meeting Minutes approved by the BAAQMD EA Board on March 8, 2023”*

## 02/01/2023 EA Board Meeting

### 1. Meeting called to Order (6 board members constitute a quorum).

- a. Roll Call (starts at 1205 pm)
  - i. Jimmy Cheng (Steward)
  - ii. Jack Connor (Vice President)
  - iii. Joseph Muehleck (Steward)
  - iv. Richard Lam (Recording Secretary)
  - v. Kennieth McKellar (President)
  - vi. Raymond Salalila (Steward)
  - vii. Chris Coehlo (Corresponding Secretary)
  - viii. Julius Li (Steward)
  - ix. Andrea Academia (Treasurer)
  - x. Grace Leung (Steward)
  - xi. Raseam Wroten (Steward)
  - xii. Monte DiPalma (Steward)
  - xiii. Irma Salinas (Guest)
  - xiv. Tamiko Endow (Guest)
  - xv. Jay Patel (Guest)
  - xvi. Daniel Oliver (Guest)
  - xvii. Marc Nash (Guest)

### 2. Adoption of previous Minutes

- a. Both regular and special January meeting minutes approved

### 3. Finance Update

- a. As of January:
  - i. Current balance: \$440,616.92
  - ii. Total Expense: \$12,644.25 since last meeting

- b. Finance is still in good space, still well away from the \$400,000
- c. Will table the full breakdown for now because there was a mix-up with the most current spreadsheet
- d. Members can email Kenny and cc Andrea for exact numbers

#### 4. Meet and Confer Update

- a. Class Reclassification on the Planner Series
  - i. May need to meet with planners to discuss the inclusion of GIS job duties or possibly to create a GIS specialist
  - ii. Include more flexible language to allow easier lateral
  - iii. May include GIS specialist in the Planner Series
  - iv. Need to refine some language in the job duty description
  - v. Physical requirement of the job: may lead to discrimination against people with disabilities.
    - 1. Consulted with attorney about this language and whether or not it is legal under the ADA. He said that job descriptions do not have to anticipate disabilities, but if someone with a disability applies for the position and is eliminated, that person would have the right to appeal and argue that either the eliminating criteria were not true requirements of the job or that a reasonable accommodation could be made.
- b. MOU Survey/Contract Negotiations Update
  - i. The District wants to start Contract Negotiation soon, likely within the next month
  - ii. District wants to keep it short: less than 3 items to be negotiated
  - iii. District wants to have attorneys as their leads in negotiation, which means we would also have attorneys as our leads
  - iv. With that cost of negotiation will go up
  - v. So may need to unsuspend dues in the next meeting in anticipation of cost going up for contract negotiation
  - vi. Dave is retiring, and Sarah will be substituting in. But for the next year they will be working together. We may have to pay for 2 attorneys at the same time
  - vii. We will need to draft a survey asking members what is of interests to them for the contract negotiation
  - viii. Will need to have 5 to 7 people on the negotiation committee for the EA. We are seeking volunteers
  - ix. District may want more temp hours for TIO
  - x. Right now, Admin Code and MOU are outdated, and not completely consistent with each other
- c. Standby/On Call Pay
  - i. Meeting yesterday with the inspectors about Stand By/On Call Pay
  - ii. Update from Chris, Grace, and Joe
    - 1. As of Jan 1, 2023, inspectors have been mandated to do Standby due to lack of staff volunteering for it

2. Have put a burden on staff
  3. Current Standby Pay is not competitive to other agencies
  4. Meeting was to see if we can get increase in Standby Pay
  5. We should propose a Standby Pay increase in meet and confer and attempt to obtain it via a Side Letter (not want to tie this up with contract negotiation)
  6. Good participation with 18 people out of 36 inspectors
  7. May need to have another meeting to include other divisions
  8. Next step will be to create an excel sheet with Standby Pay rates from other agencies
  9. There may be divisions where standby work is performed and expected but employees are not compensated for it.
  10. Stewards should reach out to members about this
  11. Attorney agrees that negotiating an increase in standby pay should be separate from contract negotiation. We should have a one-off conversation (i.e. Side Letter)
- iii. Jimmy: Meeting with communication staff to talk about related issues among the PIOs. Will send an email to Jack and Kenny to summarize their meeting
- d. Supervisors being asked to approve old time cards
    - i. Due to finance audit
    - ii. Up to 18-month-old time cards
    - iii. Some of the time cards were approved by HR instead of supervisors
    - iv. Need to investigate more to see who is being impacted
    - v. Will be bringing this to Meet and Confer
    - vi. If you or others have been impacted, please reach out to Kenny
  - e. Lunar New Year/Genocide Remembrance Day
    - i. Will be discussed in the Grievances section

## 5. Grievances

- a. District unilaterally remove supervisor vacancy
  - i. Manager being promoted from supervisor
  - ii. Manager doing supervisor work
  - iii. District said it needs more time to remedy this
- b. Two states holiday
  - i. District rejected grievance at step 2; District doesn't agree those 2 as holidays for District
  - ii. EA will file step 3 of the grievance procedure
  - iii. Lunar New Year—providing additional Float Time is a possible remedy since it has passed
  - iv. Genocide Remembrance Day

## 6. Other Business

- a. Reinstating Dues
  - i. Contract negotiation will probably lead to increasing expense
  - ii. Table the vote until next meeting

- iii. Monte: Our balance is at 440K, which is awfully close to the \$500K cap for tax purposes
- iv. Andrea: \$4200 due income biweekly. This will take 30 weeks to hit \$500K
- b. By-Law Committee
  - i. Chris: trying to get a By-Law committee together and reallocating stewards
  - ii. Have 2 additional Stewards. Combined inspectors and field staff
  - iii. Have a senior steward
  - iv. Average stewards to member ratio: 48 to 1
  - v. Relieve the workload of some stewards
  - vi. Will discuss this in the By-Law Committee
- c. Installing Microsoft Authenticator on the personal phone
  - i. Jimmy: Know of at least 1 to 2 staffs having this issue.
  - ii. Kenny: The District has paused the rollout. Will reach out to John C and ask him about it.
  - iii. Stewards may want to find out more from members.

## 7. Public Comments

- a. Daniel Oliver
  - i. District doesn't allow contribution to 401a, and only allow contribution to 457. Ask EA to consider restructure the contribution to allow maximal contribution to retirement fund.
  - ii. Kenny will have a meeting with Daniel Oliver to discuss it further.
- b. Jack Connor
  - i. All Hands Meeting censor questions
  - ii. EA should host a simultaneous all hands forum for members to ask all questions.
  - iii. Kenny and Monte like the idea.
  - iv. Have stewards research platforms for this to happen.

## 8. Adjournment

- a. Meeting adjourned at 105 pm.

Approval:



Kenneth McKellar, President



Richard Lam, Recording Secretary