



NATIONAL POSTAL MAIL HANDLERS UNION

DIVISION OF LIUNA, AFL-CIO

LOCAL 302

ERNIE GRIJALVA, *Local President*

RUBEN MARTIN ANTHONY COLEMAN JUANITA CONTRERAS FERNANDO MATTA
Vice President Treasurer Recording Secretary State Executive Board Member

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Executive Board Meeting

June 15, 2011

President E. Grijalva opened the meeting at 11:00am a roll call showed all officers were present.

Recording J. M. Contreras read the 3/10/11 Executive Board Minutes. Tony Coleman motioned to accept the minutes, Fernando Matta second the motion. Vote taken, all in favor, motion passed.

The 1st quarter Treasurers report was presented to the Executive Board for review. The following issues were discussed.

- A. Follow up on supplies. Tony stated that he and Maria are working to reduce the cost of buying office supplies. Maria does most of this, but we work together on finding the best deals and saving for the local.
- B. Insurance issue- combine all coverage policies to one company. Tony stated there cannot be any changes made to the workers comp insurance as it is state regulated. He is still working on the other policies.
- C. Phones- Tony spoke to AT&T to request to combine other lines together, denied. It is better financially to do it the way we have it set up. The Local office phone cost has been significantly reduced through Tony's work with company.
- D. The cell phone bill has also been reduced, still working on getting a better deal.

Reviewed the Quarterly statement the following questions were asked and answered.

1. Item 6610- airfare- what did this include? The SAMLU meeting, Reno training and Inauguration meeting.
2. Item 6630 – Lodging – What did this include? The SAMLU, Reno training and Inauguration Meeting.
3. Item 6660 – mileage reimbursement – who does this cover? Anyone who is on Union Business.
4. Item 6680 – Bus rentals – for what? This covered the bus going to Reno training.
5. Item 7150C – Office supplies Oak? This includes repair for a computer.
6. Item 7150I – Office supplies San Jose? This includes new equipment and supplies.
7. Item 7150K Office supplies Stockton? This includes a new computer and cartridges.
8. Item 7180C – Oakland meeting expenses? This covered steward training facility & food.
9. Item 7470 – Legal services? This covers employees for EEO's. Through settlement we usually get some fees paid back.
10. Item 7490 Election Services? This covers the runoff election for State Board Rep.

Tony stated he will present the treasurers report on the screen for the General Meeting. Fernando Matta motioned accept the treasurers report, Ruben Martin seconded the motion. Vote taken-all in favor, motion passed.

President Grijalva presented his 1st quarter report.

- A. Salinas - is closing employees going to San Jose they have 12 spots, some employees are on OWCP and some may retire.
- B. Stockton – Excessing and consolidation of 15 mail handlers, five are going to Sacramento, ten mail handlers not sure where they are going yet.
- C. North Bay – AMP study still on going
- D. San Francisco – Bid realignment taking place. Spots were found for the PTR's on T/1 FSS machine.
- E. Oakland – May go through another realignment.
- F. Fresno – had excessing on Tour 2, created more bids on tour 1.
- G. There will be are upcoming local training in Emeryville.
- H. The Local event this year will be the December Holiday General Meeting. There will be no Local Picnic this year.
- I. The Local will not purchase aprons this year. If a member needs an apron they can request one through the Branch President. Aprons upon request only.
- J. We will be handling out calendars in December.
- K. Santa Rosa office employees excessed to Oakland. San Rafael excessed to San Jose.

Shop Steward of the 1st Quarter

The Executive Board reviewed all shop stewards of the Quarter submissions. Fernando Matta motion to select James Carlson of Sacramento for Shop Steward of the 1st Quarter, Ruben Martin seconded the motion. Vote taken – all in favor - motion passed.

Open Period

- A. Tony Coleman brought forth retirement payment issues for review. An employee from Stockton did not retire but transferred to another job. The Executive Board determined that the employee does not meet the requirement. There was no motion to move forward with payment. An employee from North Bay retired in 2008 and submitted request in 2011. The Executive Board determined she does not meet requirement. There was no motion to pay the employee.
- B. Ruben asked if the Executive Board and Council could receive proposal prior to the meetings. Ernie stated he could do this.
- C. Ernie will follow up with proposal that quarterly through the Local and QWL process we establish a community food and or clothing drive. At the discretion of Branch Presidents and QWL Coordinator they will select an organization. In Reno, N. Bay and Fresno the Branch President would be in charge of this project.
- D. Fernando was tasked with bringing a comparison for full time secretary verses temporary secretary cost. Fernando presented the cost of Temp Service secretary as \$25.58 an hour plus company offers them health benefits at a cost. The local secretary cost is currently top level 4 and hour and has own health benefits at no cost to the Union. Tony pointed out the temporary service takes out their cost from that \$25.58 bringing the salary to \$16 an hour. Plus on top of that we are obligated to pay for health benefits and other cost. Tony stated it is more cost effective to keep the position as it currently is being filled. Ernie, Ruben and Juanita agreed.
- E. Tony stated he is working on cutting the cost of the accountant. Some of the things they do are services we do not need. Bank reconciliation is one of those services. I am doing it now, but come to find out; it should be done by a neutral person, not anyone who has anything to do with the finances. Tony proposed/motioned that the reconciliation be done in house by J. Amador. We would hire her to come in and do this in the Local Office. There were some concerns about access to confidential information, is this proper (get ok from National) and what are the savings. This issue is pending until the information is provided by Tony to Executive Board.
- F. Tony discussed “Buying Office Space” asked for permission to research and investigate this issue. The Board all agreed it is worth looking into.

- G. Tony motioned/proposed we change the Internet Policy from \$30.00 a month to \$50.00 a month for offices who have internet. This would be the amount the local would pay. Fernando Matta seconded the motion. Vote taken all in favor, motion passed.
- H. Health seminar/training in Denver. Tony will investigate the cost to send a person so we can decide how may to send. Will forward information to all Executive Board Members.
- I. Fernando suggested – Pauline send information out on “Long Term Disability/retirement”. In Stockton maybe have her come out. Ernie will call and discuss this with her.
- J. Fernando stated maybe we should have a posting for members to let them know that the picnic & Holiday meeting have been combined this year.
- K. Local Executive board updated their calendar

Fernando motion to adjourn the meeting, Ruben seconded the motion. Vote taken – all in favor – motion passed. Meeting adjourned at 2:00pm.

Minutes by Recording Secretary Juanita M. Contreras

6/27/2011