SW Executive Committee Meeting |Minutes

Meeting date | time 6/5/2020 8:30 AM | Meeting location Zoom Online Meeting

Meeting called by Thu Phan – meeting called to order at 8:42

Type of meeting MAPE Statewide

Facilitator Thu Phan

Note taker Lynn Butcher

Present

SW Vice President Thu Phan, SW Treasurer Todd Maki, SW Secretary Lynn Butcher, Organizing Council Chair Sarah Evans, Political Council Chair Cathleen Cotter

Staff

Lina Jamoul

Guest

SW President Elect Megan Dayton

Absent

SW President Chet Jorgenson

Time Certain

AGENDA TOPICS

Time allotted | 30 mins., 8:30 AM – 9:00 AM | Agenda topic Introductions | Facilitator Thu Phan

Introductions

**Discussion:**

1. Ice-breaker
	1. Name, agency, and Local
	2. What’s the best piece of advice you have ever been given?
	3. What advice would you give to Megan as she transitions into her role as SW President?
2. Transition plan:
	1. Meet with Management Team
		1. Roundtable with each staff area
		2. Discuss functions of the staff areas and their functions
	2. Board
		1. ED Jamoul and SW President-elect Dayton 1:1’s with the BOD members and share what they hear with the Exec Committee
		2. 1:1’s with Exec committee
	3. Agency Commissioners
		1. Coordinate with M&C teams
		2. Include M&C Chair and member in the meetings
	4. Develop calendar
	5. Connect with presidents of Education Minnesota and St. Paul Federation of Teachers

Action items Person responsible Deadline

Time allotted | 5 mins., 9:00 AM – 9:05 AM | Agenda topic Agenda | Facilitator Thu Phan

Approval of Agenda

**Discussion:**

1. Any revisions (additions/deletions) to the agenda?
2. **M**(Butcher)**SP** to adopt the agenda. Passed by **consensus**

Action items Person responsible Deadline

Time allotted | 5 mins., 9:05 AM – 9:10 AM | Agenda topic Agenda | Facilitator Thu Phan

Approval of Minutes

**Discussion:**

1. Approve minutes from the April 3, 2020 meeting.
2. **M**(Maki)**SP** to approve the executive team minutes from April. Passed by **consensus**

Action items Person responsible Deadline

Time allotted | 60 mins., 9:10 AM – 10:10 AM | Agenda topic Strategic Plan | Facilitator Lina Jamoul

Strategic Planning

**Discussion:**

1. Discuss Tactical Goals
	1. The Executive team and ED Jamoul reviewed the 2020 Tactical Goals document and made adjustments based on the current situation:
		1. Add context and background to the document
		2. Move creation of equity framework and other foundational questions to the top to inform goals
		3. Adjust political goal to include preservation of free and fair elections and refocus efforts on anti-austerity and the value of the state workforce
	2. The Executive team and ED Jamoul discussed the need to shift the focus of the planned actions in the timeline:
		1. Instead of having an in-person 500 member action that sets the stage for state employee salaries we need to focus the conversation on a different kind of action that shows how investing in state agencies and the services they deliver helps us build a One Minnesota.
		2. ED Jamoul shared invitation to the recovery and layoff taskforce discussion June 10.

Action items Person responsible Deadline

Complete update of Tactical Priorities document. ED Jamoul June 19

Time allotted | 110 mins., 10:10 AM – 12:00 AM | Agenda topic Work Conditions | Facilitator Thu

Improve working conditions for members, in order to improve services in MN

**Discussion:**

1. How do we respond to the murder of George Floyd?
2. How do we respond to member emails regarding the murder of George Floyd or the call for the resignation of Bob Kroll?
3. **M**(Butcher)**SP** to move forward with the statement, updated through collaboration with MAPE Comms as our official statement and also to sign onto the joint statement from public sector unions. **M**(Butcher)**SP** to include a call for community involvement in collective bargaining for MPD. Both motions passed by **consensus**.
4. Special meeting with our black members
5. Delegate Assembly
	1. **Consensus** of exec committee: Continue with the reservation and also begin planning for a virtual DA.

Action items Person responsible Deadline

Reach out to Director Schoop for times/days for meeting. Sec. Butcher June 5

Time allotted | 30 mins., 12:00 PM – 1:00 PM | Agenda topic Lunch | Facilitator Thu

Lunch - ED Jamoul and SW President-elect Dayton left meeting to join MMB labor call.

Action items Person responsible Deadline

Time allotted | 10 mins., 1:00 PM – 1:20 PM | Agenda topic Stewards | Facilitator Thu

Active and Knowledgeable Representational Teams to ensure strong union presence for our members

**Discussion:**

1. New steward and Chief Steward orientations
	1. Group continues to develop a two-year process to get new stewards involved after initial training.
	2. Did Basic Steward Training in May; only got 50% of folks to sign the steward affirmation. Ended up at 75%, but that is down from 90% of in-person training. Executive team discussed the possibility of an online form similar to the online membership card.
2. Comprehensive evaluation of the organizing/enforcement structure (board member request)
	1. Request the representational taskforce share the work that was done on this issue with the board member.

Action items Person responsible Deadline

Follow up to see if there is a way to create an online form. VP Phan July meeting

Request Director Schoop to share the taskforce recommendations. VP Phan

Time allotted | 100 mins., 1:20 PM – 3:00 PM | Agenda topic Member Engagement | Facilitator Thu

Effective and trained local, agency and membership teams that reach members broadly and deeply

**Discussion:**

1. Election complaints; contract signed for complaint; need to determine transfer of responsibility for other proceedings.
2. Climate Study (board member request) – referred to board development workgroup
3. The use of state email for union business
4. New Board Members Orientation – structure
	1. Relationship building: Why did you run for director? What do you hope to accomplish for this board? - Cathleen
	2. Overview of MAPE governing structure and where the Board fits in - Lynn
	3. Robert’s rules - All
	4. Introduction for MAPE staff and appropriate relationship - Lina
	5. Responsibility of BOD members to build a cohesive organization (how do we talk about the board, exec committee, each other, our decisions, etc.) – Lynn/All
	6. Board groups – Board groups
	7. Board buddies - Thu
	8. Responsibility of board members to their regions - Cathleen
	9. Board accomplishments - Todd
	10. Lost time, ULV, etc. - Todd
	11. Preparing for the board meetings – Todd (board packet)
	12. Alternates - Thu
	13. Exec team – All - intros
5. Report out from MMB call – in light of budget deficit, MMB is requiring agencies to plan for 5% cut; asking agencies to use softer reduction strategies for the next 4 weeks before the bonding session and see how much that would save; redeployed 140 across agencies; have identified money available in reserves that requires legislative approval; budget savings measures:
	1. Eliminate quarterly achievement award;
	2. Institute salary savings plan (priority 3 or 4 employees); reduction in hours, but not benefits; not eligible for unemployment insurance (employee initiated);
	3. Hours reduction; would be eligible for UA; considered furlough, but don’t have furlough language in contract, so we don’t know exactly what language they will use, but expect it to be layoff language; need to equip M&C chairs and chief stewards with supports for this.(employer initiated)
	4. Ending temporary appointments
	5. Layoffs
	6. Early retirement incentive option – limited to 2000 employees right now; would close position through attrition
6. New Officer Training
	1. Virtual training
	2. Expand the buddy program to local officers; maybe sister Locals; create binders for continuity
7. Communication about the Board and/or Executive Team by Board members
	1. Executive team discussed the need to establish standards on how BOD members discuss decisions with members to prevent misconception of the board or Executive Team
8. Training on Robert’s Rules (board member request) not discussed/will provide overview as part of BOD Orientation
9. Effective meetings training (board member request) deferred to board development subgroup
10. Tools for member to member communication (board member request) What is available? Discussed in BOD onboarding.
11. Language on the membership card (board member request)
	1. Executive Team discussed this request and determined it had been decided at BOD meetings last fall and will not add to a future BOD agenda for re-litigation. ED Jamoul, SW President-elect Dayton and OC Chair Evans will follow up with 601.
12. Online platforms - making meetings more accessible to members
	1. MAPE will be switching to zoom for now until everyone has access to teams. SW VP Phan will be following up with the tech workgroup. SW Sec. Butcher informed the Executive team that Lolly Lijewski is available as a resource.

Action items Person responsible Deadline

Follow up with 601 ED Jamoul; SW President-elect Dayton, EC Chair Evans TBD

Follow up with Tech workgroup SW VP Phan June 19

Time allotted | 60 mins., 3:00 PM – 3:20 PM | Agenda topic Arb. Appeal | Facilitator Thu

Increase member engagement at the legislature and during the elections

**Discussion:**

1. What are our plans for election engagement during the pandemic? – discussed with Tactical goals

Time allotted | 40 mins., 3:20 PM – 4:00 PM | Agenda topic Other | Facilitator Thu

Other Items

**Discussion:**

1. A concern was brought up: MAPE Statewide Executive Committee should meet rarely and all issues should be brought to the full Board. – not discussed
2. Any items that you would like to discuss?
	1. Contracts – Time sensitive
		1. BOD had postponed printing new contracts until legislative passage; with only one year left, recommend only ordering for stewards/local officers and have a small reserve; printer is able to direct-ship for an additional $8/contract; Executive team recommends sending a time-limited survey to determine who wants a physical copy and use results to determine how many copies to order.
3. Role of the ED in complaints
4. Megan asked if folks would be interested in making census calls.
5. BOD Agenda –
	1. Icebreaker
	2. Tactical goals
	3. Board orientation
	4. DA
	5. Executive team will complete by email

Action items Person responsible Deadline

Work with Comms to set up contract survey ED Jamoul

Draft email response re: ED role SW Treasurer Maki ASAP

Draft beginning of agenda SW Secretary Butcher ASAP

Meeting adjourned at 4:36 pm