**Local 301 Membership Meeting**

**Tuesday, December 14 2021, 12 pm – 1 pm**, **Microsoft Teams**

**Meeting called to order at 12:05 pm by Local 301 President Nagle**

**Attendees: 94**

**Welcome/Announcements, Brett Nagle, Local 301 President**

* Brett introduced himself and thanked everyone for coming to the meeting. Brett uses he/him pronouns and is a fish biologist in biological monitoring at the MPCA. Brett volunteers with MAPE Local 301 and currently is serving as the president.
* We will discuss and vote on our budget for next year, required by bylaws.
* Local 301's Executive Team:
  + President: Brett Nagle
  + Regional Director: Mark Snyder
  + Acting Vice President: Shanna Schmitt
  + Treasurer: Anne Morris
  + Membership Secretary: Chuck Krueger
  + Secretary: Rachel Olmanson
* This Friday's paycheck will include retro pay back to July 1st, 2021 to reflect your new rate of pay. Our new contract includes a 2.5% COLA increase thanks to the union. Brett thanked the negotiation representatives, Kristin Kirchoff-Franklin, Claudia Hochstein, and all who put a lot of effort into it.
* Friday, December 17th from 8 am – 4:30 pm, MAPE Central is hosting a recruitment event. There will be a Membership Blitz phone bank at MAPE Central. There will be COVID rapid tests at the door. Mileage, food, and lost time for 8 hour day will be reimbursed. This event will be catered by Afro Deli.
* You have to register in advance if you want to participate in person. There will also be a Zoom option to participate virtually. Brett has done it in the past and it is fun.
* MAPE Central recognized Local 301 by presenting us with awards. We received an award for highest percentage of turnout at the contract rally and highest percentage that signed the petition. Local 301 was also recognized for our high membership at 79.3%.

**Local 301 Budget Plan 2022, Anne Morris, Local 301 Treasurer**

* Anne introduced herself (she/her). She will be discussing our 2021 budget and proposed 2022 budget. Our local has an estimated carryover of about $16,000 left in our account. Every month we get new income and your membership makes a huge difference. We donated almost $11,000 to nonprofits across MN this year.
* We get $1.25 back per pay period for each member and do not receive any income from non-members. In 2022, we propose to remove the budget line for elections since we have electronic elections. We propose to add a budget line item for Social Events: $2,671.49 to increase our opportunities for picnics and other events. It is so great to see family out in public at picnics.
* We propose a new budget line item for union organizing training. We would like to put $1,000 in this so we can sponsor members to go to organizing training.
* Membership awards/prizes: propose $2,500, 2021 was $500.
* Donations: propose $6,000 for 2022. 2021 was $11,000. We would like to reduce the amount to donating $500 a month so we can more effectively budget for our local needs.
* Delegate Assembly: we will be paying lost time for alternates. We propose an increase to our budget since the event will be in-person this year. We are proposing $3,000 for alternates. The 2021 budget included $600. Beneficial to have representatives from our local at Delegate Assembly.
* Steward meetings: budget is included in executive committee line item.
* Mark is checking to see if we are required to have FICA in our budget, $150. We can always move items around and budgets if we need to.
* Mark Snyder – FICA is needed in our budget for delegate assembly and lost time. FICA is a payroll tax thing, we have to pay out for alternates to attend Delegate Assembly so we need to keep it in budget.
* Brett talked about how once we all agree on the budget we can always move things around if needed. Asked for any questions/discussion from membership. No questions.
* Kristin Kirchoff-Franklin made a motion to accept the budget. Shanna Schmitt seconded.
* Voice vote – if you are member unmute and if you vote in favor say yea (all yea), opposed say nay (no nays). Motion passes.
* Brett thanked Anne for all her work as the treasurer.
* Next month we will talk about donations for 2022.

**Steward Update – Kristin Kirchoff-Franklin, Lead steward**

* Contact information for Local 301 steward is here: <https://mape.org/locals/301>.
* Kristin thanked stewards for all their work. Being a steward is one of the most underappreciated jobs in local. They do a lot of work and Kristin is grateful for all their work. Contact us if you're interested in becoming a steward.
* Sick leave Memo of Understanding (MOU) was negotiated to allow sick time when a child has to be quarantined due to COVID exposure. This was presented to the Subcommittee of Employee Relations (SER) last Friday. The SER has 30 days to act on the MOU. If they don't do anything it becomes effective Jan. 11th. Seems like this will be the case, so starting Jan. 11th you can likely officially use sick time for this. You will be able to retroactively change your timesheet, if you used vacation for quarantining.
* MPCA Social Media Policy came out from the Communications Office at MPCA. Some interesting language is included in the policy and we have heard concerns from our members. Some of it appears to be infringing on speech rights. Kristin has sent messages to MAPE Central leadership to get some advice on how to move forward. We will be talking about this at our January Meet and Confer meeting. We will work to improve the language because we don't believe it is appropriate the way it is written. If you have concerns please reach out. If you haven't read it yet, take a look. Have not asked us yet to acknowledge policy yet, but if they do Kristin is advising not to acknowledge policy at this time.
* Question, what is the specific language that folks are concerned about? The main concern is a sentence that says, "Employees may comment on MPCA posts as long as they do not contradict official MPCA positions." This will be discussed at the Meet and Confer meeting. The policy refers to first amendment rights, (bottom of page 3). Also, "Employees must use personal social media accounts responsibly."
* Reallocations are always a cause of frustration and difficult to navigate.
* Reallocation: a reallocation is defined as a change over time in the duties, program complexity, responsibilities, discretion, and the knowledge, skills and abilities (KSAs) required for the position over a 12-24 month period. Reallocation, Reclassification, Job Audit, and Desk audit are terms that are used interchangeably.
* If you are assigned more work, it doesn't necessarily mean a reallocation is appropriate. It's about what kind of work you're doing. It's difficult to compare positions between employees in your group, there could be differences in work/education that you aren't aware of. We will have a brown bag to discuss this further and in more in depth on Jan. 5th.
* Initiating: any employee or group of employees has the ability to initiate a request for reallocation. Reallocation requests can also be driven by a supervisor, an Agency Commissioner, or by the MMB commissioner.
* Items needed: letter requesting the reallocation, accurate position description, narrative describing how the position has changed over time, "the story", organization chart.
* Should review position description (PD) annually to make sure it accurately reflects your position. PDs are very important for reallocations. The story is the most important. It describes to HR how your position has changed over time. Your supervisor is also doing these four things when they are doing reallocation request.
* A reallocation request is submitted to HR. If your supervisor initiates the request, it goes through the chain of command and then to HR.
* HR notifies employee of receipt (if employee initiated).
* HR completes the job audit and makes a determination.
* Employee receives the determination: approval or denial.
* If approved: written notification, pay for the new classification starts 15 calendar days after receipt, any retro pay would be on a pay check following the reallocation approval.
* If denied: the employee has the statutory right to appeal HRs determination. You would be appealing to the same people that denied it to begin with. You could do an appeal if you had more information to add. Talk with a steward about this and we can help you through it.
* It can be incredibly frustrating, whether it's waiting for a supervisor to complete the request or waiting for HR to review and make a determination.
* HR has no contractual or statutory timelines to complete the reallocation request.
* HR makes the final determination on the reallocation request, not agency leadership. HR has had other priorities during COVID, they try to make an effort to get as many done as they can.
* What can we do? Employees can ask supervisor for status updates, ask HR for status updates and receipt date.
* Stewards can do very little w/ reallocations: are not subject to the grievance or arbitration provisions of the contract. We can ask HR for a status update and receipt data on employee's behalf.
* Meet and Confer team: has reallocation as a standing agenda item.
* Contract negotiations: try to negotiate better contract language in next contract. Encourage other agency Meet and Confer teams to put reallocation on agenda (BWSR, MNIT).
* This last contract round we had a huge proposal for reallocation section, did not go through, but need to keep trying.
* Brown bag: Jan. 5th from noon – 1, more in-depth conversation about reallocations, watch for the invite.
* Someone commented that they left former position due to waiting so long for reallocations. Long wait encouraging people to look for other positions. Sometimes it is easier and faster to apply for a promotional activity. Next month we'll discuss exempt/non-exempt.

**Board of Directors Update, Mark Snyder, Regional Director**

* The Board of Directors (BOD) met on Nov. 18th and 19th.
* Nov 18 – going through the survey, 1:1 and small group feedback for strategic planning, participating in a SWOT analysis and discuss goals for the next plan.
* Nov. 19 – continuation of the goals discussion and structural questions facing the union.
* BOD voted to approve changes to crisis fund investment policy to add more options and also to transfer funds from undesignated reserves to the crisis fund over the next year.
* Discussed future budgets, regional locals, union investing in more things, will hopefully have a draft plan in February and will give a presentation in Feb/March during meeting to discuss draft plan.
* Finance work group – recommended change to board regarding crisis fund for state level, had been splitting between stocks/cash, changed to add municipal bonds so we can invest in local projects throughout the state. Demonstrate commitment to state. Heard feedback during negotiations last year about having a stronger strike fund overall. Had some money in undesignated reserves, BOD passed plan to move money to crisis fund.
* MAPE has hired a new operations director, previous statewide treasurer. Will have to have a special election to replace. Todd is awesome and will be great. Email mark with any feedback mark.snyder@state.mn.us.

**Membership Update and Drawing, Chuck Krueger, Membership Secretary**

* Gift card winners: Amanda Smith, Jayme Hammond, Faith Krogstad, Ted Held.
* New members this month.
  + Sean Phillips – new mobile device manager/AV coordinator for MPCA. Wanted to work for the state and work towards equitable world for ourselves and pollution control. Interested in power of collective bargaining and history of unions.
  + Pashupati Ojha - came from Wells Fargo and joined MPCA as an analyst.
* If you're planning to participate in phone bank, reach out Chuck beforehand.

**Meeting adjourned at 1 pm by President Nagle**

**Next meeting January 11th at noon**