

MAPE Board of Directors
June 15, 2017
8:30 a.m. – 4:30 p.m.
3460 Lexington Avenue No.
Shoreview, MN 55126

FINAL

M= Motion S= Second P = Passed F = Failed

Present: President Chet Jorgenson, 1st VP Jason Moran , 2nd VP Eva Peterson, Treasurer Michelle Doheny, Sandy Dunn for Secretary Marcia Bierschenk, Carol Johnson (Reg 1), Cassie Church for Cathleen Cotter (Reg 2), Char Falconer (Reg 3), Lee Sullivan (Reg 4), John Bower (Reg 5), Joan Treichel (Reg 6), Ellena Schoop (Reg 7), Mark Dreyer (Reg 8), Sandy Dunn (9), Ken Kalamaha (Reg 10), Sue Opsahl (Reg 11), Terry Nelson (Reg 12), Lois Tucke (Reg 13), Doreen Hernesman (Reg 14), Bryan Kotta (Reg 15), Scott Rood (Reg 16), Mike Terhune (Reg 17), Tim Beske (Reg 18), Jerry Jeffries (Reg 19), Kay Pedretti (Reg 20), Paul Wehrmeister (Reg 21)

MAPE staff: Richard Kolodziejcki

Absent: Marcia Bierschenk; Moran Jason

Meeting called to order at 1:05 p.m. by President Jorgenson.

MSP (Opsahl) to approve the May 19, 2017 Board of Directors meeting Minutes as amended.

MSP (Dreyer) to adopt the Agenda as presented or amended.

Directors provided the following updates regarding Officer changes in their Regions:

- Local 301 Celi Haga was VP is now President.
- Local 301 Johanna Schussler was President and left agency.
- Local 1703 Jacob Apland is the new Secretary.

Board Stewards' Report (Jeffries and Treichel): None

OFFICER REPORTS

Treasurer's Report (Doheny)

- Discussed Financial Report update (May 2017)
- Discussed the 2018 MAPE Budget

2:10 P.M. TIME CERTAIN: Lina Jamoul & OPEIU

- Discussed regarding division of tasks.

3:00 P.M. TIME CERTAIN: Delegate Assembly, Joan Treichel & Beth Paris

- Discussed DA and next steps.

Secretary's Report (Bierschenk)

- Executive Committee Meeting Minutes: June 2, 2017, Executive Committee Meeting Minutes provided as informational electronically.

2nd Vice President's Report (Peterson)

- Monthly Membership Report Update (May 2017)
- Total of 139 new members recruited in the month of May 2017
- Top Recruiter for the month of May is Angela McGovern, Local (901) with 3 new members.
- Total of 9681 statewide members.

1st Vice President's Report (Moran)

- No report this month.

OPPORTUNITIES AND STRATEGIC PLANNING

Strategic Plan

- **MP** (Consensus) to approve the strategic plan with technical changes.
- Presentation from the MAPE Governance and Organizational Structure committee to the 2017 DA.

Committee on Committees

MSP (Jorgenson) to appoint Alice Percy to the committee.

PRESIDENT'S REPORT

Diversity Committee

- **MSP** (Jorgenson) to appoint Alex Migambi to the committee.

Statewide Committee Reports and PAC (Kotta and Doheny)

- Provided DA Planning Update (Treichel)
- Provided Negotiations Update (Dunn, Doheny, and Jorgenson)

UNFINISHED BUSINESS

- 2018 MAPE Budget Reductions

NEW BUSINESS

Executive Director Search

- **MSP** (Schoop) to approve the Executive Director Position Description.
- **MSP** (Nelson) to change any vacation payout upon separation in a lump sum.

Hiring Policy - OPEIU Member to Committee

- **MSF** (Terhune) to change the MAPE Hiring Policy to allow one OPEIU member and one MAPE manager to be on the hiring committee.
 - **MSP** (Rood) to amend that this only applies to the Executive Director Hire in 2017 (Vote 13 yes, 7 no).

Code of Conduct Policy Change (July 2017)

- See policy below.

Design Guide Change (Kolodziejski)

- Discussed changing the design guide to change the font used external documents to Adobe Garamond Semi-Bold for MAPE.
 - MSP (Kotta) to accept this font change.

Reconsideration of Becker

- MSF (Sullivan) Reconsideration of Becker Professional Development Decision.

Tech Task Force on Remote Learning (Nelson)

- Add equipment to tie camera to projector for training
- Add another projector to Conference Room A for another training site.
- Review data security standards for MAPE central.

Special BOD Meeting at the Conclusion of MAPE Negotiations

- MSP (Terhune) to hold a special BOD meeting at Ramada Inn at the conclusion of MAPE Negotiations to approve the tentative contract agreement.

STAFF REPORTS

- **Public Affairs & Communications Director (Richard Kolodziejski):** Written report covering: Action website is a hit; Paid parental leave implemented; 2017 legislative session update; MAPE and AFSCME launch digital campaign on state's budget; Anti-bullying; New videos; Membership drive update; Busy month for MAPE website; Members kept up-to-date at Capitol.
- **Member Engagement, Development and Organizing Director (Lina Jamoul):** Written report covering: Keep MN Working Action; Paid Parental Leave; Membership Drive; Immigration Panel; Anti-bullying work; BOD Retreat Planning; Personnel: Re-assignment of Business Agent duties; Local Reports from Business Agents.
- **MAPE Business Manager (Paul Schweizer):** Written report covering: No updates.

MSP (Terhune) Motion to extend BOD meeting ½ hour.

MSP (Rood) to adjourn at 4:58 p.m.

Next BOD meeting scheduled for July 21, 2017

Sandy Dunn for
Marcia Bierschenk, Statewide Secretary

Approved: October 20, 2017



Code of Conduct Policy

Board of Directors Revision Dates: 3/30/2007, 4/16/2010, 4/17/2015

Delegate Assembly Revision Date: 9/23-24/2016

Summary: Guidelines for MAPE Board of Directors, Board of Trustees, stewards, local and statewide officers, and local and statewide committee member conduct.

Related Information:

Policy:

Represented employees expect and deserve ethical and businesslike conduct from their elected and appointed leaders. Proper use of authority and appropriate decorum in group and individual behavior when acting as Board members, stewards, officers and committee members is essential to fulfilling this obligation.

With this understanding, Board of Directors, Board of Trustees, stewards, local and statewide officers, and MAPE local and statewide committee members agree to:

1. Maintain un-conflicted loyalty to the interests of MAPE members. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups, and membership on other boards or staffs. It supersedes the personal interests of any Board member acting as an individual consumer of MAPE's services.
2. Avoid conflict of interest with respect to their fiduciary responsibility:
 - There must not be self-dealing or any conduct of private business or personal services between any Board member, steward, officer or committee member and MAPE, except where openness, competitive opportunity and equal access to "inside" information can be assured.
 - Board and committee members, stewards and officers shall not use their positions to obtain employment within MAPE for themselves, family members or close associates.
 - Should a Board or committee member, steward or officer be considered for employment by MAPE, they must temporarily withdraw from Board deliberation and voting (in the case of a Board member), and shall be denied access to Board information beyond that available to all applicants.
3. Recognize that no individual Board or committee member, steward or officer has the authority to speak or act on the behalf of the body in interactions with MAPE staff, the public, press or other entities without prior, documented permission from the respective body.
4. Work through the appropriate staff supervisor in the event of a complaint against a MAPE staff person so as to protect staff contractual rights.

5. Will not publicly disclose confidential information obtained during the execution of official duties that could be harmful to MAPE, its officers or its staff.
6. Oppose workplace bullying and work to eliminate its occurrences both within the workplace and MAPE. Workplace bullying refers to repeated, unreasonable actions of individuals (or a group) directed towards an employee (or a group of employees), which are intended to intimidate, degrade, humiliate, or undermine; or which create a risk to the health or safety of the employee(s). Workplace bullying does not include any lawful concerted actions directed against an employer.