

**Glendale City Employees' Association
Board Meeting Minutes
January 15, 2008**

The regular meeting of the Board of Directors was held on Tuesday January 15, 2008, at the Perkins Community Room.

A motion was made by Joe Wilke to approve December's minutes. Don Robie 2nd the motion. All in favor.

Finance Report

Joy mentioned that the Finance committee approved the Treasurer's report via-email.

President Report

Craig is still working on Sick Leave issues. Craig thanked Joe for all his effort in his four (4) years in service. Craig also thanked Tony Carbajal and David Niedrick GWP Electric Directors for all the researching they have done to help improve their department. Craig believes that it is important to have a good working relationship between the GCEA and management so that we can both work together to solve employee's issues. Craig mentioned that the GWP scenario is a good example of working as a team because together we can solve most problems.

Craig mentioned that he went to the WAGE conference in December. There were several speakers that talked about several topics as well as FMLA. Craig learned a lot from that conference and he knows all this information will benefit our organization. Craig has the FMLA package if any one would like to look at it.

Craig also talked about how important it is to attend the GCEA meetings and if you (director) can not attend to please notify him, Myrna or Evette and to also have his/her alternate attend. We will be serving lunch to the Directors every three month starting from March. We will put it on the Agenda so you will know not to bring lunch.

Vice President Report

Myrna wished everyone a Happy New Year. Myrna's main concern is to help Craig out with any new issues that need handling. Both Craig and Myrna would like to come out to all the departments when the Directors have their GCEA meetings. They would like to meet everyone and see if anyone has any issues.

OLD BUSINESS

Political Action (PAC)

Myrna talked about how important it is to contribute to the PAC account. It is an optional contribution versus Fire/Police theirs is mandatory deduction. Myrna mentioned if every employee contributes one dollar (\$1.00) a month that would help us build up our PAC account. This will help us indorse Council candidates and in the end it would help us with our contract. Myrna asked the Directors to talk to their members about it.

NEW BUSINESS

Director's Training

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David Twedell, GCEA's Labor Consultant talked about his experience as a Labor Consultant for the last thirty (30) years. Mr. Twedell complimented the Association on representing their own employees. Mr. Twedell talked to the Directors on how to act if you are called to sit in on an interview with an employee and management. Federal Agency ruled that management is not obligated to inform the employee they have the right to have a representative with them. If an employee asked to have a representative present then by law managements has to honor the employee's request. An employee is entitled to have up to three (3) people in the interview. Mr. Twedell explained all the things you have to remember when you are asked to sit in as a representative.

If you did not have a chance or enough time to sit with the employee to go over the issue then you can postpone the meeting until you are ready. Contact the Supervisor and let him/her know you need to postpone the meeting for a day or two.

Contact other Directors or GCEA officers to get more information. Ask if anyone had dealt with anything similar to your case.

Your roll as a representative is very limited and you are not there to pick sides. You are there to make sure that management does not become abusive with the employee. If the interview gets out of control then you have the authority to stop the meeting for short period until everyone calms down and feels they can then proceed with the meeting.

Make sure you explain to the employee to only answer the questions he/she has been asked, basically limit your answers. There is no need to give out more information if you do not have to.

It is very important to take notes of what was said between the two parties. That way you can remember what happened if you get asked about anything in the future.

For criminal cases it is better to let the Association get involved.

Good of the Order

Eduardo "Eddie" Alanis

Carlos Linares Public Works Director asked the Board for a donation for one of his co-workers Eddie Alanis. Eddie's has been with the city for the past 5 years. He was taking his arborist certification exam to further his experience as a tree trimmer, when he received a call that his house was on fire. Unfortunately, he and his family lost everything they owned, including the house. They are currently staying in a motel. Public Works is excepting donations on his behalf to help alleviate some of Eddie's misfortune. A table has been set up towards the rear of the yard for house hold items and cloths to be left. Eddie has 2 daughters and a son. Carlos asked if the GCEA could donate anything to help Eddie and his family out. Jeff Barker made a motion to donate \$250.00 to the family. Joe Wilke 2nd the motion. All in favor

Don Robie made a motion to adjourn the meeting. Jeff Barker 2nd the motion.
All in favor

Craig Hinckley
Craig Hinckley
GCEA President