

**Public School Employees of Washington
Board Minutes**

**October 3, 2009
Auburn, Washington**

CALL TO ORDER

President Judi Owens called the meeting to order at 8:30 a.m.

ROLL CALL

Board Members Present: President Judi Owens, Vice President Deborah Nutt, Secretary Denise Busbin, Treasurer B.C. Craig, Zone 1 Director Pam Homer, Zone 2 Director Charlotte Shindler, Zone 3 Director David Day, Zone 4 Director Dave Munson, Zone 7 Director Kim Wilson, Zone 8 Director Ross Wood, Zone 9 Director Jacque Meddles, Zone 10 Director Deb Lewin, Zone 11 Director Reen Doser, Zone 12 Director Dave Douglass, and Zone 13 Director Jeannie Gilbert.

Staff Members Present: Executive Director George Dockins, Assistant Executive Director Anne Smyth, Organizing Manager Debra Mayo-Kelley, Governmental Relations Director Doug Nelson, General Counsel Eric Nordlof, Field Services Director Janene Forgey, Finance Manager Kenny Tsang and Executive Assistant Vicky Ransom.

Guests: Johnny Kapple, Field Representative; Ben Blackwell, Field Representative; Rick Chisa, Political/Communications Specialist; and Elyse Maffeo, Assistant General Counsel.

Judi called the board into an executive session meeting at 7:00 p.m. on Friday, October 2, 2009 to discuss personnel issues, investigatory matters and collective bargaining negotiations. Judi announced that Zone 5 Director Geraldine Schut and Zone 6 Director Karen Rasmussen resigned October 2, 2009. Information on elections of new zone directors will be posted next week.

OATH OF OFFICE

The oath of office was administered to Vice President Deborah Nutt, Treasurer B.C. Craig, and Zone 1, 3, 7, 9, 11 and 13 Directors.

ADDITIONS TO THE AGENDA

One item was added to the New Business section of the agenda: Merging of PSE Pension Plans.

SECRETARY'S REPORT – Denise Busbin

Minutes

Minutes from the July 23 and 26, 2009 board meeting were approved.

Correspondence

The secretary shared a thank you note for emergency relief funds donated to a Kennewick member and a letter from Diane McDaniel from the NO ON 1033 campaign for PSE's contribution of \$25,000.

FINANCIAL REPORT– Kenny Tsang

Kenny described the proposed merger of the PSE Money Purchase Pension Plan & Trust and the PSE 401(k) Profit Sharing Plan and Trust. Merging these two funds will reduce the amount of administrative fees PSE pays for these plans.

Motion #10-03-09-03 I move that the Board of Directors adopt Resolution 09/10-2 authorizing the merger of the Public School Employees of Washington Money Purchase Pension Plan & Trust (Pension Plan) and the Public School Employees of Washington 401(k) Profit Sharing Plan & Trust (Profit Sharing Plan).

Made by: B.C. Craig
Motion carried unanimously.

Seconded by: Reen Doser

Kenny reviewed the preliminary August 2009 financial report and answered questions. Due to significant reductions in salary, postage, and other day-to-day operating costs, PSE had a savings for FY 2008/09 of approximately \$450,000. He will distribute the final August 2009 financial report within the next month.

PRESIDENT’S REPORT – Judi Owens

Activity Report

Included is a list of Judi’s activities since the last board meeting. Minutes from the Washington State Council meetings are now available to board members in the board folder on the server. She described testimony given at a recent ERBB meeting by Governmental Relations Director Doug Nelson on SERS 3. He presented PSE’s position that classified staff should be afforded the same opportunity as certificated staff to change their SERS deduction rate annually. The ERBB made a motion to ask the DRS board to send a letter to the IRS requesting that option.

Out of State Travel

- Judi attended the annual California School Employees Association (CSEA) convention August 2-4, 2009. She described their opening ceremony and the informational booths available to their members to obtain information on services, benefits, etc.
- She and George attended the SEIU Division Leadership Board meeting in Washington DC on September 17 and 18. The SEIU education locals had an opportunity to meet for two hours and scheduled another meeting of their group later this month to discuss a common agenda for the National Coalition of Classified Education Support Employee Unions (NCCSEU) meeting in October.

Judi described North Carolina’s move to an every-other-year convention. Judi suggested PSE consider an every-other-year convention, and on the non-convention year, holding a large-scale Leadership Academy with training for all three levels and an additional level for graduates to participate in a “think tank” forum.

Nominating Committee

Motion #10-03-09-01 I move that the Board of Directors elect the following members to serve on the PSE Nominating Committee for 2009-2010:

Zone 2	Lehsley Whitman, Mead Paraeducators
Zone 3	Sherri Osborn, Moses Lake Secretary/Clerical
Zone 4	John Grindrod, Ellensburg Maintenance
Zone 5	John Lohr, Tumwater Other Services
Zone 8	Vicky Gonzalez, Burlington/Edison Paraeducator

Made by: Denise Busbin **Seconded by:** Jacque Meddles

Motion carried unanimously.

Committee Chairs

Motion for board approval of committee chair appointments.

Motion #10-03-09-02 I move that the Board of Directors adopt Resolution 09/10-1 authorizing the appointment of the committee chairs as recommended by the president.

Made by: Denise Busbin

Seconded by: Kim Wilson

Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT – George Dockins

George referred to his activity report. He continues to meet with Kim Cook of Local 925 to discuss joint activities. He also meets regularly with Randy Dorn to keep abreast of HB2261 and other activities that may impact education support professionals. George also visited the new Vancouver regional office and is pleased with the professional setting and the cost savings to our organization. George, Judi, several PSE staff and several WWU chapter members had lunch with WWU President Sheppard and members of his staff on September 24.

SEIU Activities

August 27, Eileen Kirlin and Michelle Healey, SEIU's organizing manager, met with representatives of 1948 and 925 to go over both local's organizing plans. George and Judi traveled to Washington DC September 17-18 for a Division Leadership Meeting. The SEIU education locals held a breakout meeting and agreed to schedule regular meetings of their group. The next education local meeting will be the latter part of October.

Goals Update

Since our June board meeting, we have moved forward on several organizational goals. Most significantly, the delegates at PSE's 62nd Annual Convention voted to permanently affiliate with SEIU. George stressed the importance of continuing to educate our membership about SEIU. As noted earlier, we have moved the Vancouver regional office to a new location, saving nearly \$15,000 a year in rent. The accounting department implemented electronic expense reporting, which saves paper and processing time. We continue to build new coalitions with other groups, including strengthened bonds with the PTA and League of Education Voters.

Administration- Anne Smyth

Anne commented on the successful visit at WWU last month; our presence on campus was welcomed and acknowledged our interest in building our higher ed chapters. During that visit, PSE board members and member volunteers assisted with the card drive.

In response to several questions regarding staffing, Anne reminded the board that our Organizing Department can only conduct as many campaigns as can be supported by 2.5 staff members. We utilize volunteers as possible; however, a successful campaign requires someone who can be "directed" to do a specific task-an employee. The PSE website is currently supported by various staff members. Rick, in conjunction with his other duties, serves as webmaster and creates articles for the site. However, we do not have one person dedicated full time to the website. Additionally, field services may need one more person to assist Janene. At this time, Anne is evaluating each department's needs.

Field Services - Janene Forgey

Janene described the PSE clothing coupon program. Members receive a coupon entitling the bearer to log on to the PSE website, select a piece of PSE clothing, and redeem a color-coded coupon to pay for the item. The appropriate department's budget is charged for the item (Field Services' coupon is green; Organizing is red; Zone Directors are yellow; and new chapter leaders receive a blue coupon from their regional office). The goal is to acknowledge the work our leaders do and advertise the PSE name.

Janene has begun holding regional meetings and mixes staff from the various regional offices to build camaraderie and an opportunity to share ideas from the field. The dues enforcement process for 2009-10 begins in October. She has instituted a twice-yearly audit of each chapter. In her continuing effort to balance workloads and travel, she has reassigned several field representatives. All field staff is actively recruiting members in their chapters to participate in the I-1033 phone banking later this month.

Political/Communications Specialist - Rick Chisa

Rick described the Star 101.5 School Star of the Week program, sponsored by PSE, which launches next week. Each week, for 30 weeks, a classified school employee is introduced as a School Star of the Week, a brief bio is read on air, and the employee is awarded \$100. At the end of the 30 weeks, one grand winner is selected and awarded \$500. The program is currently only running on the west side of the state, however, a toolkit for use by radio stations on the east side of the state is being developed for launch there as well. PSE is also talking with several potential sponsors for the program.

We are working with other locals to defeat Initiative I-1033. We have set up phone banks for later this month, manned by PSE members calling PSE members, we are producing in-kind printing of over 84,000 mailers, posting I-1033 information on our website and working with other locals to craft pro public education messages.

Rick briefly described the 3-phase, 2009-10 Stepping Up for Smarter Safer Schools Campaign Plan. Phase I focuses on educating members about the QEC priorities; Phase II begins our legislative advocacy program (action cards, etc). and Phase III is the post-session recap of our successes.

Lastly, a joint political training with Local 925 is being held in our board room on Saturday, October 10.

Legal - Eric Nordlof

Some of our members are so displeased with our political stance and inundation with health care reform information that they are opting to become agency fee payers. Several also attempted to opt out as religious objectors; however, the only two groups we currently identify as religious objectors are Seventh Day Adventists and Jehovah's Witnesses.

A true religious objector status is based on a religious tenet (currently, Jehovah's Witness and Seventh Day Adventists) versus a member's objection purely on a philosophical or moral basis. There is also a difference in how religious objector funds are assigned; in preschool-12 the funds are given to a designated fund; in higher ed the religious objector funds are distributed to the union for a union program, i.e., scholarship.

Legal is also closely monitoring the CDL retesting of some bus drivers. The third party testers' qualifications are being scrutinized by the State.

Elyse gave an update on the higher ed reallocation case in the Court of Appeals. PSE filed a lawsuit asking the court to rule that this process has to be subject to grievance and arbitration.

Recess

At 12:08 p.m. Judi recessed for lunch. Meeting reconvened at 1:07 p.m.

Organizing - Debra Mayo-Kelley

Beth Pinson, our on-loan organizer from SEIU, was moved to another campaign and will not be replaced until January. Debra described our current campaigns, including accretions. Dave participated in a childcare GOTV campaign in Chicago with other SEIU staffers last week. Debra, Dave and Rey will attend WAVE training the week of October 12.

The first Volt training was held September 29 and had 15 attendees. A second training will be held on the east side of the state next month. Debra gave a brief demonstration of the Organizing Department's Facebook page.

Deb Lewin, Reen Doser and Kim Wilson commented on their very positive experience working on the WWU campus distributing contracts and gathering bargaining cards.

Governmental Relations – Doug Nelson

The push for a federal health care program continues; their goal is to get a bill to the President by the end of the year.

We continue to push for Plan 3 classified members to be able to change their contribution rates annually, just as certificated staff does.

The NCCESU, of which we are a founding member, continues to lobby for the Federal Classified Employee of the Year Award. PSE has written to our legislators asking for their support of the bill.

Doug described the work of the QEC; PSE is on funding formula and revenue workgroups; and Doug also participates in four subgroups.

We have not received confirmation that Judi has been officially named to the vacancy on the State Investment Board.

ZONE REPORTS

Each director gave a brief accounting of activity in his or her zone:

Zone 1: Pam attended seven chapter meetings, and had a Zone Council/Training meeting. She will participate in the doorbelling campaign for Laura Grant. She has devised a community service roster for members in her zone. The program encourages our members to wear PSE attire when volunteering for community service activities.

Zone 2: Charlotte held a Zone 2 leadership meeting, she continues to campaign for Pat Hailey and will hold a Zone Council meeting on October 24.

Zone 3: Dave had meetings with the field rep, George, and Judi, and attended the ULSS in Zone 3 with 16 other attendees, and has several upcoming chapter meetings.

Zone 4: Dave has attended five chapter meetings, has a zone council meeting on October 17 and met with his field rep.

Zone 7: Kim met with her field rep, continues to keep in touch with her chapter presidents by phone and email, and will hold a joint training with Zone 6 on October 24.

Zone 8: Ross met with Judi and also met with his field representatives.

Zone 9: Jacque has an upcoming zone council meeting.

Zone 10: Deb continues to contact her leaders via email and traveled to seven chapters with Karen Luton.

Zone 11: Reen met with Judi, has a zone council meeting and training next Saturday and continues to try to get the Skykomish chapter involved. She also attended an open forum on education finance sponsored by the Marysville School District. Many of the legislators did not seem familiar with questions asked of them. Reen also described that one of her duties is that of crossing guard. She had a driver go through her crosswalk when she had her flag extended to clear it for students to cross. She encouraged PSE to lobby for a "paddle bill" giving crossing guards the same authority as bus drivers to issue citations for such infractions.

Zone 12: Dave referred to his zone report; he met with his field reps, had several contacts with chapter presidents, visited with Judi, attended several chapter meetings, and is holding a zone council meeting on October 31.

Zone 13: Jeannie is planning a trip to CWU, she attended the lunch meeting with the WWU president and his staff, and meets with new members to answer their questions. She continues to receive many inquiries about PEBB.

Secretary: Attended the Executive Board Meeting on September 12, 2009.

Vice President: Deborah attended the Zone 2 Director election, participated in the refocus committee conference call, health care conference call and attended the refocus committee meeting.

Treasurer: BC met with Kenny and enjoys the information shared on the Monday morning calls.

COMMITTEE REPORTS *(final verbal report by last year's chair; not all committees reported verbally).*

Judi announced that, to help free up other weekends for training opportunities or other PSE activities, all committee meetings will be held the first Saturday of each month. Hopefully, holding several committee meetings the same day, at the same location, will facilitate carpooling, committees sharing meal expenses, and provide members another opportunity to work together. Judi requested that chairs submit their committee member requests to her by October 31. Members who signed up to serve on a committee but are not placed on one will be contacted and offered an opportunity to work on another PSE activity. Chairs were encouraged to contact their liaison as soon as possible.

Bylaws – Ross Wood

Ross thanked Vicky for her assistance and reminded Pam that Bylaw Amendment Proposal #6 was referred back to the committee.

Convention – Deborah Nutt

Deborah enjoyed chairing the committee and turned over her convention committee book to incoming chair Kim Wilson.

Legislative – Charlotte Shindler

Dave Munson asked questions regarding the endorsement panel process. The Legislative Council made the following recommendations:

Motion #10-03-09-04 I move that the Board of Directors spend an additional \$25,000 for member education efforts opposing Initiative I-1033.

Made by: Denise Busbin **Seconded:** Jacque Meddles
Motion carried unanimously.

Motion #10-03-09-05 I move that the Board of Directors endorse Laurie Caskey-Schreiber, candidate for Whatcom County Council and a contribution of \$400 to her campaign.

Made by: Denise Busbin **Seconded by:** Ross Wood
Motion carried unanimously. Laurie is a current WWU PSE member.

Motion #10-03-09-06 I move that the Board of Directors endorse Senator Eric Oemig and contribute \$400 to his re-election campaign.

Made by: Denise Busbin **Seconded by:** Deborah Nutt
Motion carried unanimously.

Membership – Jacque Meddles

Jacque remarked that the committee felt they contributed to developing some tools for members to use in the future, such as the “toolkit” which walks members through projects such as Stuff the Bus, cancer walks, etc. A toolkit will be distributed to each chapter president and it was suggested to make the toolkits available on our website.

State Grievance Panel – Kim Wilson

Kim enjoyed being such an integral part of the panel and helping to develop the new policy and process for conducting state grievance panel hearings.

Welcoming – Denise Busbin

Denise wanted to highlight that this committee works at convention, which is very close to PSE’s fiscal year-end. She said she will be submitting a policy change to require the welcoming committee members to turn in their expense reports before August 31 in the hope that this would end the practice of carry over into the next year’s budget. She encouraged other committee chairs who conduct business at convention to consider making similar changes to their committee’s policy language. She turned over the committee book to incoming chair Ross Wood.

ONGOING BUSINESS

None.

NEW BUSINESS

Theme

Per policy, this is the meeting at which the board may determine an annual theme for the year. There was discussion about whether or not this early in the year is appropriate to determine what the upcoming year’s theme should be. It was felt that the annual theme should be our organization-wide “message”, which often has more to do with our political agenda. It was felt that “themes” for convention, awards banquet, and classified week could be separate themes and something our members identify with whereas the annual theme is our message to the public. Consensus was to review Policy 2003 to see if the timelines should be modified and discuss an annual theme at the January board meeting.

Public Relations Campaign

Rick Chisa presented this year’s public relations campaign proposal and answered several questions.

Motion #10-03-09-07 I move that the Board of Directors approve the three-phase 2009-2010 public relations campaign as proposed by Rick Chisa.

Made by: Denise Busbin **Seconded by:** Dave Douglass
Motion carried unanimously.

Recognition

Motion #10-03-09-08 I move that the Board of Directors adopt Resolution 09/10-4 recognizing the service of outgoing board member, Karen Rasmussen.

Made by: Denise Busbin **Seconded by:** Deborah Nutt
Motion carried.

Motion #10-03-09-09 I move that the Board of Directors adopt Resolution 09/10-3 recognizing the service of outgoing board member, Geraldine Schut.

Made by: Denise Busbin **Seconded by:** Dave Munson
Motion carried.

Mobile Alerts using SEIU Text Application

PSE has been offered the option of utilizing SEIU's text application to communicate with our members. PSE retains complete control of the message and members must opt in to participate.

Motion #10-03-09-10A I move that the Board of Directors authorize implementation of mobile alerts to communicate with PSE members.

Made by: Reen Doser **Seconded by:** Ross Wood
Motion failed (Zones 1, 2, 3, 4, 7, 9, 10, 13, Vice President and Treasurer).

Motion #10-03-09-10 I move that the Board of Directors authorize implementation, at the executive director's direction, of mobile alerts to communicate with PSE members.

Made by: Denise Busbin **Seconded by:** Ross Wood
Motion carried unanimously.

Judi stated the board meeting will resume tomorrow morning. She called an executive session meeting to begin at 8:30 a.m. tomorrow, followed by a presentation by Key Bank at 9:30 a.m., followed by either a return to executive session if necessary, or completion of the board meeting. Meeting recessed at 5:13 p.m.

**Public School Employees of Washington
Board Minutes**

**October 4, 2009
Auburn, Washington**

CALL TO ORDER

President Judi Owens called the meeting to order at 9:45 a.m.

ROLL CALL

Board Members Present: President Judi Owens, Vice President Deborah Nutt, Secretary Denise Busbin, Treasurer B.C. Craig, Zone 1 Director Pam Homer, Zone 2 Director Charlotte Shindler, Zone 3 Director David Day, Zone 4 Director Dave Munson, Zone 7 Director Kim Wilson, Zone 8 Director Ross Wood, Zone 9 Director Jacque Meddles, Zone 10 Director Deb Lewin, Zone 11 Director Reen Doser, Zone 12 Director Dave Douglass, and Zone 13 Director Jeannie Gilbert.

Staff Members Present: Executive Director George Dockins, Assistant Executive Director Anne Smyth, Governmental Relations Director Doug Nelson, Field Services Director Janene Forgey, Finance Manager Kenny Tsang and Executive Assistant Vicky Ransom.

Kenny introduced Key Bank representatives Vani Rao, Interest Rate Risk Manager, and Jean Smith, Relationship Manager. Vani and Jean described the Interest Rate Swap recently initiated on the loan for the state office building and answered questions. The board thanked Vani and Jean for their very concise presentation.

Judi then called for the board to meet in executive session, followed by lunch. The board meeting was reconvened at 3:00 p.m.

MOTIONS FROM EXECUTIVE SESSION

Denise read the following motions taken during executive session:

Motion #10-04-09-01ES I move that the Board of Directors approve the Memorandum of Agreement extending the Collective Bargaining Agreement between PSE and PSESO for three years (September 1, 2009 through August 31, 2012) and authorize the Executive Director to sign on behalf of the organization.
Motion carried.

Motion #10-04-09-02ES I move that the Board of Directors table approval of the 2009/10 exempt salary schedule as presented by the Executive Director until January 2010 board meeting.
Motion carried.

Motion #10-04-09-03ES I move that the Board of Directors approve one percent (1%) for the 401(k) contribution for the exempt staff.
Motion carried.

Motion #10-04-09-04ES I move that the Board of Directors approve the Letter of Agreement regarding Organizing Program Manager/Staff Attorney (now titled: Organizing Program Coordinator/Staff Attorney) and authorize the Executive Director to sign on behalf of the organization.

Motion carried.

Motion #10-04-09-05ES I move that the Board of Directors approve additional compensation in the amount of \$3,000 per year for the additional duties of annual convention coordination being added to the position of Administrative Assistant.

Motion carried.

NEW BUSINESS

COPE Proposal

PSE was awarded a grant to implement a pilot COPE (Committee on Political Education) program. While our Affiliation Agreement does not make our participation in COPE mandatory, some members and staff indicated they are interested in participating in the program. PSE negotiated a COPE agreement with SEIU that if we chose to participate in COPE, in Year 1 and 2, we are rebated 90% of COPE funds; in Year 3 and 4 we are rebated 75%; in Year 5 we are rebated 50%; and at Year 6 we reassess our participation in the program. Those rebates are held and used by PSE in our political action fund. Doug Nelson is coordinating our program and answered questions about implementation and how the COPE funds will be utilized.

Motion #10-04-09-11 I move that the Board of Directors approve the Executive Director's recommendation to implement a COPE program.

Made by: Dave Munson **Seconded by:** Kim Wilson

Motion carried unanimously.

Due to the late hour, discussion of the Legislative Activity Plan will be deferred until the January board meeting.

ADJOURNMENT

Meeting adjourned 3:55 p.m.

Denise Busbin
Secretary

Judi Owens
President