



Washoe County Employees Association

Executive Board

John Lewis David Kelly Kathie Maestas Justin Norton
President *Vice President* *Secretary* *Treasurer*

Board of Directors

Cheryl Bennett William Mantle Ron Souza Anne Stoll-Thompson Mike Touhey Sarah Turner Gary Zaepfel

Staff

Wendy Leonard Michelle Budd
Lead Labor Representative *Office Administrator*

BOARD OF DIRECTORS MEETING MINUTES

January 8, 2020

Present: Cheryl Bennett, David Kelly, John Lewis, Kathie Maestas, William Mantle, Justin Norton, Ron Souza, Anne Stoll-Thompson, Mike Touhey, Sarah Turner, Gary Zaepfel

Absent: None

Staff Present: Wendy Leonard

CALL TO ORDER: 5:30 p.m.

ROLL CALL

APPROVAL OF MINUTES FROM DECEMBER MEETING

On motion by William, seconded by David, will one abstention, which motion duly carried, the Board approved the minutes of the December 2019 meeting.

TREASURER'S REPORT

Justin reviewed the November and December financial reports with the Board.

On Motion by David, seconded by Sarah, which motion duly carried, the Board approved the November and December Treasurer's Report.

OLD BUSINESS

Negotiation Grievances

This item was handled under closed session.



Washoe County Employees Association

INC Arbitrator

John said he is working on getting a list of arbitrators. Kathie advised that Cheryl is required to give the County the name of an arbitrator at the first INC meeting per the bylaws. David suggested that Cheryl check with the County to see if they are going to help WCEA find a solution going forward so that a mediation process is in place. A suggestion was made to put Mike Langton's name in as the chosen arbitrator so that WCEA doesn't miss the deadline. Davis suggested that Cheryl send an email to Ashley notifying her that WCEA would like to resolve the arbitration issue and WCEA is proposing Mike Langton as the name of the arbitrator. If this is not what the County requires, please let WCEA know how to proceed. Cheryl said she will contact Ashley and let the Board know what the County decides.

WAGE Spring Conference

Cheryl announced that the next WAGE conference will be in San Diego in March and she plans to attend.

WCEA Website

Justin said he is finalizing the new website and will have it ready to view at the next board meeting. If the Board approves, it will go live in February.

New Office Space

Kathie said she looked at several new office locations for WCEA, but she did not find one in the current price range, so she asked the Board for direction. Wendy noted that the current lease can be extended and future rental increases are already outlined in the lease agreement. The Board discussed the safety concerns at the current location and the vacancy rate in the building, but noted that the landlords have installed cameras and lighting to help improve safety. John suggested staying in the current building for one more year. He said he would like to wait and see what tenants move into the building.

Health Fair Contact

Kathie advised the Board that there will be a contact person in place for the next health fair. David recommended that the contact person be a representative from Washoe County and not a board member.

Website/Social Media Information & Policy

David said he sent a draft of the website/social media policy to the Board to review. He stressed that both ownership and password information need to stay with Michelle in the WCEA office so that WCEA has the information in a master file since board members tend to change over the years. Mike suggested that WCEA have a set schedule for social media postings.

FOIA Request

Item postponed until next month.



Washoe County Employees Association

Juvenile Services Membership

Kathie said an employee asked her why employees of Juvenile Services are not eligible for membership in WCEA. Wendy said that employees of Juvenile Services are under a separate agreement and are not eligible to join WCEA. Wendy noted that courts are not unionized because they are part of the Executive Branch of government. Kathie said she will reach out to the employee with the information.

Facebook Change

Justin advised that John Andrews was contacted regarding access to the WCEA Facebook page, but John has not responded to phone calls or emails and John is the only person who can grant access. Cheryl said that she will reach out to John.

Standard Signature, Email, Social Media

Mike said he is waiting until the Board has Facebook access before this change is made.

Bylaws Membership Approve/Not Approved

Justin said he will send members an email link to vote on the bylaws changes next week.

Christmas Party Feedback

Cheryl announced that ten people attended the holiday party. She said she was disappointed that only three board members attended. Sarah, Kathie and Cheryl were in attendance and helped with the event. Gary suggested trying a new venue next year.

NEW BUSINESS

Meeting with New County Manager

John said he will schedule an appointment to meet the new County Manager.

Report of Accident/Incident

Kathie said that accident and incident reports are going to Michelle and Michelle is putting them in the electronic files.

PERS Presentation

Cheryl said 37 members attended the PERS presentation, and she plans to schedule more in the future. She hopes to schedule one at 9th Street in February.

Kathie said she was notified that the PERS employee that gave the last presentation handed out business cards, but has not returned phone calls or emails from members. Cheryl said she will contact the PERS employee to get the correct contact information.



Washoe County Employees Association

Scholarship

Sarah said that Michelle sent her the following suggestions regarding the scholarship applications for this year:

1. Adjust the scholarship deadline so that it is not during spring break because students have advised that they have difficulty getting transcripts during spring break.
2. State clearly on the scholarship application that postmarks are not accepted for applications or transcripts. Note that both must be received in the WCEA office by the deadline and it is the student's responsibility to check with WCEA to make sure transcripts are received by the deadline.

The Board discussed how to proceed with the 2020 scholarship essay question, and it was decided that board members may submit essay questions via email by January 17, 2020 and the Board will pick one to post on the website.

New Employee Orientation (NEO) Schedule

Kathie said that the 2020 NEO schedule is out and she will send the schedule to the Board so they can sign up for the dates that they are available to cover.

State Holiday Grievance

Following discussion, on motion by Justin, seconded by Anne, which motion duly carried, the Board approved moving forward with the State Holiday Grievance.

A board member will contact Mike Langton and advise him to move forward with the grievance.

CORRESPONDENCE/ANNOUNCEMENTS

No correspondence this month.

COMMITTEES

Public Relations Committee

No updates.

PERS Committee Update

Cheryl said she will schedule more PERS informational sessions for the members.

BCC Committee Update

John read the BCC report to the Board.



Washoe County Employees Association

Insurance Negotiation Committee

The next INC meeting is tomorrow.

Safety Committee

No updates.

HR Rep Meetings

No updates.

Deferred Comp Committee

No updates.

One More Thing

- Justin noted that he will send an email to the members regarding the new pricing for the movie tickets.
- Kathie said that Commissioner Jung contacted her to set a time to meet with WCEA. David suggested that a minimum of two members from the Executive Board attend the meeting. Kathie said she will set a date and time for the meeting.

Meeting adjourned at 6:33 p.m.