

**Citrus College Adjunct Faculty Federation, AFT-6352
Special Executive Board Meeting Minutes
of February 17, 2023**

Bill Zeman called the meeting to order at 11:34 AM. The meeting was held remotely via Zoom.

ATTENDEES

Present at this meeting were: Mark Wessel, Bill Zeman, Laura Wills, Lucy Code, Dana Attebery, Jason Elias, Amaretta Azevedo, Tricia Gensel, Eric Sanzon.

ANNOUNCEMENTS AND INTRODUCTIONS

AGENDA APPROVAL

Mark moved and Laura seconded that the agenda be adopted with flexibility. Approved by unanimous consent.

MINUTES APPROVAL

Mark moved approval of the meeting minutes for January 20, 2023. Laura seconded. The motion passed unanimously.

NEW BUSINESS

Discussion / Action Items:

I. Negotiations: Two aspects of Negotiation: 1. MOU for 100% paid health insurance - same as the full-timers enjoy. It's necessary to continue pushing for this program due to potential delays in interpretations by the District about their preferences for health programs.

II. Amaretta Azavedo has issues with receiving classes in light of a surgery she's scheduled for in February. She asked for reasonable accommodations for the weeks she'd be in recovery, potentially moving them to temporary on-line instruction. Her department chair cancelled one class and for the other two it is being claimed that no accommodations are required. The defense the District is claiming, is that the "interactive process" wasn't begun in a timely way. The time-line for pre-op determinations for eventual surgery are in question. Jason said HR needs to be contacted about this. Federal and State law indicate that the third class needs to be restored. Laura said the third class was cut based on under-enrollment on February 2. Amaretta's chair told her the class would be available but the dean told her not to encourage students to sign up for the class and cancelled it right away. The timing was extremely suspicious. Standard procedure was not followed, and the underenrollment excuse was seemingly used as a false flag. On 1/20 the class was opened. On 1/30 Amaretta informed the department of her upcoming surgery, followed almost immediately by cancellation, which was far sooner than usual cancellations take place. A non-discrimination clause exists in the contract. This is clearly ADA related. A right to file a Grievance exists for any Bargaining Unit member. A short window exists for this filing with the union. Discovery of the Violation must take place within 30 days from February 13 under Article 15.11. The union will provide representation. Brenda Fink will be sent doctor's forms by Amaretta.

II. Convention Planning: This year's convention in San Francisco, starting Friday, March 17, 2023 - ending on Sunday. Angelica is handling accommodations for hundreds of people. Request verification follow-ups need to be verified with her. Tricia doesn't have a name booked as of today. The Credential process will have to be verified and completed. Bill has been filling out the forms. They need to be submitted by March 3. Leticia Castro needs to answer questions about alternate delegate designation. Everyone going is included for the Community College Council meeting. Committee meetings need to be signed up for by March 3 by interested participants.

III. Bank Update: Laura said the bank confirmed officer signatories of checks going forward. We will be postponing investigation of a new bank for a couple years.

IV. Approve Funds Lockbox: Laura moved and Mark seconded that we spend \$100 for a lockbox in the office to secure officer social security numbers for the purpose of 1099 tax forms. The motion passed.

V. Welcome Back Review, Lessons Learned: The union paid for food for 65 attendees, but barely 20 people attended in person. This was a wasteful expenditure. Management didn't make clear the difference between RSVP's for physical vs. Zoom attendance. Management needs to be spoken to about clarification of this process. The Raffle process needs to be resumed as an incentive for staying for the union meeting and providing names of attendees.

CFT REP REPORT

Jason reported that Healthcare needs to be pushed for implementation this semester. We need a plan to adapt to Dr. Sammis's absence. The numbers for raises are a very positive increase. The multi-district qualification accommodates employee reimbursement for those who don't qualify at one district, but work at multiple locations. Seven districts have passed part-time healthcare. A week of action across the state will be taking place to promote passage at all districts. Jason is looking forward to Convention and the exciting things CFT has planned for the coming year. He also complemented all the members participating in the Contract review process.

REPRESENTATION OFFICER'S REPORT

Elaine was not present.

SECRETARY'S REPORT

No report

COPE REPORT

No report

TREASURER'S REPORT

Laura submitted an Activity Report and Statement of Financial Position for February 17, 2023. Total assets are \$295,354.45. Total expenditures were listed for the month \$9,036.28. The District did not send the dues statement for January or February to the union. No deposits show on the bank statement. Kathy Flores and Lisa Fowler will be communicated with.

as well as Maria at the bank. Percaps have been paid.

VICE-PRESIDENT'S REPORT

Samantha is on leave at present.

PRESIDENT'S REPORT

A written report was submitted.

I. Negotiations/Part-time Healthcare Campaign

A. During Negotiations on February 9, the District said they wanted to offer an increased current benefit, but a delay to the 100% insurance, delaying its implementation until perhaps Fall of 2023.

1. The Chancellor's Office has been misinforming districts since early December, saying 100% reimbursement is not available - which is inaccurate and only recently revised.

2. The District may try to get CCAFF to wait for implementation of a statewide program, which could take another two years, to which Bill responded that even a delay to Fall was unacceptable to the third of us who are either paying 100's of dollars a month or going without insurance.

II. Steering Committee 12/14/2022, President's Council 1/11/2023 and Academic Senate Meetings

A. At the Steering Committee it was reported that:

1. Full-timers are seeking a salary increase based on COLA. Two offers have been made to the District, who will counter in the next session.

2. Salary increases will begin on July 1.

B. At the President's Council meeting details about pay increases to be approved were shared:

	Jan. 2023	July 2023	July 2024	July 2025
CCFA	10%	2%	5%	2%
Mgmt.	6.5%	5.5%	5%	2%
CSEA	Undisclosed due to revision of agreement			

C. Bill reported about the work of our Contract Committee.

FUTURE AGENDA ITEMS

1. Negotiations update
2. Convention Report
3. Next meeting 4/21/2023 at 11:30 with officers meeting at 11:00

MEETING ADJOURNMENT

The meeting was adjourned at 1:16