



*Engineering Minnesota's Future*

## EXECUTIVE BOARD MEETING – AUGUST 19, 2011

	Present		Present
President Linda Heath	X	Director (vacant)	
Vice President Mohammad Dehdashti	phone	Director Joe Fleisher	X
Past President John Siekmeier	X	Director Jerry Kotzenmacher	X
Secretary Marilyn Jordahl-Larson	X	Director Mike Lownsbury	X
Treasurer Jessica Forsberg	X	Director Bruce Tanquist	X
Director Bob Dehler		Director Ryan Wilson	X
Director Ann Driver		Executive Director Dana Wheeler	X
Director Andy Eller	X	Administrative Asst Rhonda Bauer	X

I. **Call to Order:** President Heath called to order at 10:23 a.m.

### II. **President's Report**

- A. Shutdown Grievances:** A class action grievance has been filed pertaining to the shutdown. Issues addressed include seniority/filling of critical positions during the shutdown, loss of the opportunity to work and related compensation and accruals during that time. A meeting is scheduled for September 8. Dana reported that so far only Health has sent us their list of employees who filled critical positions during the shutdown and several agencies have indicated they had no critical positions represented by MGEC.
- B. Legal Guidance:** We will receive information related to the shutdown today from Public Sector Labor Attorney Greg Corwin. He will be here for a one-hour Q&A at noon. Members were invited to attend in person or teleconference. Information to be posted on our website.
- C. Budget:** We are down almost \$10,000 in dues income due to the shutdown. The executive committee has deferred to the finance committee to review and possibly make a recommendation to the board on current and future revenues. Dues have not been raised for 11 years. There has been a suggestion from members that we should be doing more and we need to look at how we can pay for these items, such as our contribution to the public announcement that was spearheaded by AFSCME prior to the shutdown. MGEC has used one of its Certificates of Deposit to establish a Line of Credit at the Hiway Federal Credit Union to provide cash flow as needed. The loan will periodically be paid off or down as additional funds are available.

- D. Teller Committee:** A membership vote was held prior to the shutdown on a constitutional amendment to extend membership for laid off employees. John, Jessica and Joe were appointed to Teller Committee and certified the results. Motion to accept the teller committee report was approved.
- E. Elections Committee:** Open nominations for the board and post call for nominations on the website. Bruce and Andy will run again; Jerry will run for an officer position. One of the directors must be non-MnDOT. Dana will encourage members from some of the smaller agency to run. Linda is chair and will set up a first meeting over a lunch hour. Jessica would like to be on the committee.
- F. Board Meeting Schedule:** The executive committee recommends changing back to meeting once a month. Having two months between meetings makes it difficult to keep current with communications. Agreed to meet monthly again, on fourth Mondays, starting promptly at 3:30 and food served a little later. September 26 will be the next meeting. Board prefers to receive materials prior to the meeting even if it's the same day. Email them to work or home as they become available (Joe leaves for St. Paul about noon). Materials that will NOT be sent to work addresses are: grievance; financial, other than generalities; and legislative position papers and items.

### **G. Committee Assignments**

- 1. Education:** There are no board members on the education committee. Create a member activity committee that would take on the duties of the education committee, as well as the events committee. Motion M/S to allow for payment of \$125 per instructor, whether the instructor is internal (state) or external, or for PE licensure reimbursement. Passed unanimous.
- 2. Professional Development:** A motion was M/S/P to create a new, professional development committee. John will be on this committee, which will develop the subchapter to which each member can contribute their professional membership allocation if they choose. He and Mohammad presented the concept to the membership at the annual meeting in June. Put a note out to members that this, as well as the other committees, are open for members to join.

### **III. Treasurer Report**

- A. Internal Audit:** Two past treasurers or past presidents are needed to conduct the internal audit. Past President Dan Sullivan already volunteered, so one more person is needed.
- B. Lost Time:** Discussed lost time for board meetings, and agreed that reimbursement should be for the time missed from work--up to whatever are usual workday hours-for

that person-for travel time and attendance at board meetings. Staff checked about a year ago into how other organizations handle lost time. Different organizations each handle it differently: some have Saturday meetings, some pay a set stipend, some are strictly voluntary, etc.

**IV. Shutdown:** Labor attorney Greg Corwin arrived for the shutdown Q&A teleconference from noon to 1:00. [Notes under separate file.]

**III. Treasurer Report (continued)**

**C. Norms of Behavior for Discussions:** A request was made to follow a more formal protocol during board meetings so that everyone gets an opportunity to be heard. DNR has a protocol they read at start of each meeting. Dana or Joe can get a copy of their rules from Bob Quade or Denise Legato.

**D. Financial Reports:** Table the review until later today after the reports are printed. Dana mentioned that the current auditor and they are very accessible for questions. We have established a line of credit of \$40,000 based on a CD. The rate is 4½ percent. Currently no draws have been made.

**V. Secretary Report:** A motion was approved to accept the 6/15/11 minutes with typo edits and no content change.

**VI. Next Steps:** Evaluate our financial status (finance committee); move ahead with the professional development committee; get the building rented; follow up with shutdown issues; negotiations. Then, we can focus on getting our message out. A board election along with dues increase, for implementation January 1. Also, tracking items that the governor has signed into law, and items on our to do list, like the contracting out.

**VII. Past President Report**

**A. NASTHU:** John attended the annual DC conference in May. This was the 12th annual conference—MGEC has attended all 12.

- Public inspection of transportation facilities
- Cost effective transportation comparison
- **National Transportation Bill:** This has not yet passed. At John's request, Dana sent letters to the individuals John met with as well as to all of the Minnesota delegation asking for their support of HR 328.
- **Performance Pay:** This is something we could follow up with. One of us would need to contact AFSCME to help accomplish this with their Washington staff. Dana will talk to Elliott Side, AFSCME at their next meeting to see if they might be interested in this subject.

**VIII. Vice President Report**

**A. Negotiations:** The committee met yesterday. Mohammad reviewed the list of items they are working on, and Dana discussed timeframes for bargaining. Their next meeting is September 8, 2011.

**B. Collaboration:** We've had one meeting with MAPE, and are attempting to schedule one with AFSCME.

**IX. Events Committee:** The annual golf event and dinner is on September 7, 2011. The committee recommended not cutting out the dinner as part of the social event.

**X. Executive Director Report:** Dana distributed his monthly activities report.

**XI. Adjourn:** M/S/P to adjourn at 3:13 p.m. The next monthly board meeting is scheduled for September 26, 2011, 3:30 - 6:30 p.m., at the MGEC office.