

BAAQMD Employees' Association
P.O. Box 192645
San Francisco, CA 94119



Final EA Board Meeting Minutes approved by BAAQMD EA Board on May 2, 2024.

EA Board of Directors Meeting
Thursday, April 4, 12:00 pm – 1:00 pm
Webcast via Zoom

1. Meeting Called to Order (6 Board Members constitute a quorum)

Called to order at 12:06 pm.

Board members present:

- 1) Areana Flores (Vice President)
- 2) Erin Kelly (Treasurer)
- 3) Laura Cackette (Corresponding Secretary)
- 4) Betty Kwan (Recording Secretary)
- 5) Romelle Guittap (Inspection Steward)
- 6) Richard Lam (In-House Technical Steward)
- 7) Hernan Segura (Field Technical Steward)
- 8) Daniel Oliver (Professional Steward)
- 9) Monte DiPalma (Professional Steward)

Board members absent: Virginia Lau (President), John Del Arroz (In-House Technical Steward), Haley Downing (Inspection Steward).

Others present: EA members Irma Salinas and Tamiko Endow.

2. Adoption of Previous Meeting Minutes

Draft minutes of the EA Board Meeting on March 7, 2024 – No comments.

- ✓ Motion to approve the 3/7/24 EA Board Meeting Minutes by Richard, second by Daniel.
Motion unanimously approved.

3. Updates to EA's By-Laws and Constitution

Board members discussed the following proposed substantive changes to the EA By-Laws and Constitution:

- Changing the title of a “Supervising” Steward to “Senior” Steward – the proposed duties would not change.
 - ✓ Motion to change “Supervising” Steward to “Senior” Steward by Monte, second by Hernan. Motion unanimously approved.

- Removing term limits for all Board members except for President and Vice President positions.

There were several comments and questions regarding the need to make this change. For this reason, a motion was made to leave the term limits as is and revisit the topic at a future Board meeting.

- ✓ Motion to leave the term limits as is and revisit the topic at a future Board meeting by Areana, second by Monte. Motion unanimously approved.

Proposed updates to the By-Laws and Constitution will reflect the motions approved above. A motion was put forth to bring the proposed updates to the general membership for approval.

- ✓ Motion to bring the proposed updates to the EA By-Laws and Constitution to the general membership for approval (vote) by Areana, second by Betty. Motion approved (Monte abstained).

4. Financial Update

A. Report results from financial audit

Erin shared that the audit team (led by Erin and including Areana and Joseph Driste) completed the financial audit. A detailed report will be put together.

B. Reviewing high- to low-risk options and interest earning accounts.

Areana shared that there has been no significant movement on this effort. Board members were asked to share specific credit unions they may consider.

5. Membership Outreach

A. This Listening Sessions/Shop Talks for SID/TIO Divisions scheduled for 4/24/24

This will be the third Listening Session hosted by the EA Board.

B. EA Responses to comments/questions sent to C&E Division

Responses have been sent out to C&E staff members for concerns/questions brought forth during their first listening session. Board members will follow up on the responses as needed.

Responses still need to be sent out for concerns/questions brought forth during the Engineering Division’s first listening session. A second listening session for Engineering is being planned.

6. Grievance Updates

A. Update on settlement conference on DWP following PERB mediation

A tentative agreement has been reached and will be signed this week. The agreement includes ensuring an EA representative is present on appeal panels for cases where an agreement cannot be reached between employee and management (up to Director level) regarding changes to the employee's GWA (General Workweek Arrangement). The representative cannot be an EA Board member and the Executive Office has the final decision.

B. Arbitration today for contracting out work in M&M

Virginia is at this arbitration meeting today.

C. Step 4 filed for loss of bargaining unit work and working out of class

No further comment.

D. New Step 2 grievance to be filed for contracting out District work

This has been filed. The District work in question is for the Carl Moyer Program, a grant program under SID. The EA is opposing the extension of the contract; the EA will not continue with the grievance action if the contract extension is withdrawn.

7. HR Performance Management Process Improvement

A focus group meeting was held on 3/25/24 to discuss the District's performance review process and metrics. There was consensus to incorporate 360 reviews, which would be a major modification to the current process. There were also questions on potential smaller updates to the performance management system.

8. General Membership Meeting

A reminder that the next EA General Membership Meeting is on Tuesday, 4/9/24. Lunch will be provided at District HQ and Richmond HQ East – multiple reminders were sent out to RSVP.

9. Refresh EA Webpage

Betty shared that a second meeting for the EA Website Refresh Committee has been scheduled. Each committee member has been assigned a "copy" of the website to make edits to – the actual EA website will not be impacted.

Areana shared that some submissions have been received for a new EA logo. Members will be reminded at the next general membership meeting to submit logo ideas.

10. New Business

A. Romelle shared that some members are asking for a change to "Hazard Pay" so that staff members working in other operations not currently covered by hazard pay are eligible.

B. Richard informed the Board that HR has sent out an announcement about the District's classification study. Richard will forward the email to Areana.

11. Public Comments – None.

12. Adjournment – 1:00 pm.

Approval:



Areana Flores, Vice President, for
Virginia Lau, President



Betty Kwan, Recording Secretary