

LRSA Executive Board Meeting

Mel's Diner – Howe Ave.

August 9, 2017

7:00am

Members

In Attendance: Sam Coquerille (FLC), Katie DeLeon (Treasurer), Joe Meyer (FM), Gerald Nuckols (Vice President), Gen Siwabessy (President), Cindy Velez (DO), Advisor: Betty Hall

Absent: Peter Bowman (FM), Yolanda Garcia (CRC), Kim Goff (SCC)

On Leave: Karen Hubbard (ARC)

MINUTES

- I. **Call to Order** – 7:10am
- II. **Introductions** – The Board warmly welcomed back Gen back as she resumes her position as LRSA Board President. Also, Gerald was thanked for his service as Interim President during Gen's absence.
- III. **Approval of Agenda** – approved with no edits
- IV. **Approval of Minutes – June 2017** – not available for review
- V. **Reports**
 - a. **Executive Officer Reports**

Gerald and Gen spoke about the 2017 Retro figures for LRSA. They are reviewing the memo that Theresa will be sending to all members on Friday (Aug 11) pending approval at tonight's LRCCD Board meeting. They noted that LRSA's 2% on-going salary increase is due to decisions made to fund a portion of the medical cost increase, as well as step increases, from LRSA's bucket. Additionally, new PERS reporting rules for one-time funds influenced the 6% one-time retro for prior year earnings.

Katie noted that Becky turned over all LRSA documentation before she left the District for her new job. This includes 2 Starbuck's gift cards for the Mentor Program.
 - b. **Policy Reports** – none
 - c. **Site Reports & Membership Changes**
 - i. ARC (Karen) – Gerald provided an update in Karen's absence. Karen is filling in as Assistant Dean of SRCJTC as Steven Segura helps out LRCPD.
 - ii. CRC (Yolanda) – Katie provided an update in Yolanda's absence. Tiffany Clark has been appointed Interim Supervisor, Elk Grove Center. Salena Mamuyac has applied for educational leave for Spring 2018 to finish her Masters program.
 - iii. DO (Cindy) – At Ethan Way Center, Albert Garcia has been appointed Interim AVC, Instruction. Paula Sabo has returned from her interim assignment at FLC. At District Office, Carrie Bray has been appointed Interim VPA at SCC. Paul Harris has been appointed Interim Director I, Accounting Services. Rose Ramos has transferred to Director, General Services. A new HR Director has been hired and will start September 1. Theresa Cuny, Dan Cueva and Tatyana Zabegalin will return to their former positions by mid-September.
 - iv. FLC (Sam) – Whitney Yamamura has been appointed President of FLC. Gen has returned to her position as Student Life Supervisor. Joany Harman has returned to her position as Business Services Supervisor. Kathleen Kirklín has

returned to her position as VPA. Also, Professional Development Funds have been returned to LRSA from FLC funds.

- v. FM (Joe) – Several long-time employees have either recently retired or will be retiring within the next 6 months leaving big holes in the electrician pool.
- vi. SCC (Kim) – none as Kim was absent

d. Committee Reports

- i. Joint Job Study Committee – Gerald reported that the last meeting was early July and that the committee is currently reviewing the job descriptions for General Services Supervisors.
- ii. Salary Schedule Review Committee – Katie reported that as of July 1, a 4% salary increase was implemented for selected supervisor positions. This was a result of a review of those positions where the salary of the supervisor and the highest position being supervised were almost identical.

VI. Action Items

a. Appoint New Secretary

Sam Coquerille moved and Gerald Nuckols seconded that Cindy Velez be appointed as LRSA Secretary.

The motion passed: 6 yes, 0 no, 0 abstain.

b. Reimburse for Website Renewal

Gerald Nuckols moved and Cindy Velez seconded that Gen should renew the LRSA website for another year at a cost of \$172.85.

The motion passed: 6 yes, 0 no, 0 abstain.

c. Reimburse for Mentor Program

Cindy Velez moved and Gen Siwabessy seconded that Becky be reimbursed for Starbucks gift cards in the amount of \$20.00.

The motion passed: 6 yes, 0 no, 0 abstain.

VII. Discussion Items

a. New Supervisor Mentor Program – Joe Meyer assigned to Kenny Flores (FM)

b. LRSA 2017-2018 Supervisor Professional Development

The tentative date for fall training is October 5. Topics suggested include the 'Bucket' concept for retro funds and upcoming LRSA contract negotiations.

c. LRSA Contract Negotiations

This will be a topic for the fall training to solicit ideas from the members. The Sunshine Letter must be submitted to the District Office in December.

VIII. Public Comments + Announcements – none

IX. Future Agenda Item Requests – none

X. Next Meeting: Wednesday, September 13, 7am

XI. Adjournment – 8:15am