



California School Employees Association  
Chapter 477 – Rio Hondo College  
MINUTES  
July 09, 2019

**APPROVED**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45

**Call Meeting to Order:** President Sandra Rivera called the meeting to order at **12:11pm** with 36 members present.

**Pledge of Allegiance:** Patricia Knight led the Pledge of Allegiance.

**Roll Call of Officers:** Sandra Rivera, Lisa Sandoval, Janice Garcia-Lopez, Alberto Bretado Andrea Rivera Ringo, Rowena Mendoza, and Yolanda Ramirez.

**Absent:** Angelica Bio and Steven Gonzalez.

**Approval of Minutes:** Secretary Ramirez presented the Regular Meeting Minutes for June 11, 2019. A correction to line #38 to change date. It should be Tuesday June 18, 2019. Secretary Ramirez asked for a motion to approve the Minutes as corrected. Rudy Vancini motion to approve the Minutes, Steve Rush seconded the motion. Minutes were approved unanimously by the members present.

**Treasurer Report:** Due to vacation Treasurer Angelica Bio could not attend. She will present the May and June expenditures at the next meeting.

**MOU.** President Rivera said they had a Labor Relations meeting, yesterday, and they went over the MOU and the calculations for vacation and sick leave. We have to ratify the MOU prior to September 6, 2019. HR agreed on conditions and remediation with recalculation of vacation and sick leave. We think we captured everyone who was affected, but if not, if they come to light later, like any retirees or resignations who worked less than 12 months. Staff will be given until June 30, 2020 to use their vacation and following the terms of the contract can request to roll it over to the next year, or have it paid-out, if not used. Sick leave can also be paid in cash and/or reported to CalPERS to be added to their retirement. Also, if anyone transferred from one CalPERS job to another within a window of time, Staff can carry it over to another employer. If there is any contention with the calculation of the hours everyone can go to Helia to learn more on the new format. VP Sandoval showed us the spreadsheet for each category with 10, 11, or 11.5 months. She used herself as an example to showcase how vacation was calculated, more or less, with clarification from HR to round-up or down. If you are not sure whether or not this affects you, check with Helia in HR Office. Someone asked if it would work for everyone, and Heng said this is why we have the MOU, which will be an Appendix to the contract and it will remain in full effect. Sandra talked to Shawn about a standardized, consistent reporting of vacation and sick leave by emailing employees with their balances. Janice's example will be used to standardize the method, so everyone is notified on their vacation and sick leave balances. Employees can also call Helia to ask what they are. Frank brought up the fact that he was denied vacation and he did not get it rolled over when he could not use it. Sandra stated that employees need to request to have vacation rolled over or ask to have it paid out when denied or you cannot use it. Heather was also denied. Per the contract you can have vacation rolled over or paid out, but it is not automatic you, the employee, have to request it from HR.

**A-Days –** We have \$25,000 to buy-out A-Days, especially due to AB 705. For example: If Management is requesting additional work from Staff who have A-Days and need to comply with mandates from AB 705 or to help others doing the Pathways or AB 705 work in other areas, please let us know. Once again, if someone has scheduled A-Days nobody should ever cover your duties, while on A-Days. Cynthia Patino reported that someone was being sent to open the Transfer Center on Fridays while she was on A-Days, and a warning was sent to bring her in to open it or shut it down. Maria Ordaz in Student Health Office stated that on Fridays while she

## CSEA Chapter 477 – MINUTES for July 09, 2019

46 is on A-Days the EMTs are covering her desk by answering phones and receiving students.  
47 President Rivera stated; “That is NOT their job”,, and if Maria is needed on Friday she should be  
48 there to attend to students’ needs. Remember that we are not on-call employees. If we are  
49 going to be available when a supervisor calls, you may not want to be insubordinate, but let  
50 supervisors know that you want to double check with the Union or want to read the contract to  
51 learn if it is OK for you to work on short-notice. Do the work, let us know it happened, and we  
52 will grieve it. There should not be any coverage from the EMTs or substitutes from the Student  
53 Services Assistants, that is not their job.

54 **1st VP Report:** None

55 **2<sup>nd</sup> VP Report:** None

56 **President Report:** Sandra Rivera reported that she made contact with former Police Chief and  
57 former Rio Hondo College Board Member Couso-Vasquez to come in on July 23, 2019 for a  
58 Special Staff Meeting to discuss Safety issues, that will be reported to the Board of Trustees to  
59 seek solutions and remedy. The meeting will take place in S236 from 12:00-1:00 pm. Attend it to  
60 voice your concerns and ideas on how to seek remedies that can make us feel safer on the job.

61 **Good of the Order:** President Rivera reported that our membership with the Los Angeles  
62 Federation of Labor, AFL/CIO bears fruit, and on Thursday morning they will deliver two pallets  
63 of food and we need help unloading them from the truck, sorting and distributing to the Staff.  
64 Alberto Bretado announced there will be an opportunity drawing for Dodger’s tickets.

65 **Adjournment:** President Rivera adjourned the meeting at **12:43 p.m. to have members vote**  
66 **on the Vacation and Sick Leave MOU.** Results will be announced after it sent to the CSEA  
67 Santa Fe Field Office for review and approval.