



CEMA
Executive Board Meeting Agenda
May 15, 2006
11:00 AM to 1:00 PM

PRESENT: Edna Esguerra, Board President
Richard Rapacchietta, First Vice-President
Peter Pham, Treasurer
Mary Mitchell, Member-at-Large
Carole La Barbera, Member-at-Large
Dolores Morales, Member-at-Large
Amando Cablas, Member-at-Large
Consuelo Collard, Board Secretary

ABSENT: Sheila Stevens, Immediate Past President
Mark Hand, First Vice-President

OTHERS PRESENT: Tom Starkey, Lead CEMA Business Representative
Randy Johnese, CEMA Business Representative
Raul Colunga, Political Action Committee Member

I. CALL TO ORDER

A. Edna Esguerra called the meeting to order at 11:02 AM

II. AGENDA REVIEW AND APPROVAL

A. The Agenda was reviewed and approved; two items were tabled: 1) CEMA Audit Committee Report, and 2) Update on Local OE3 Political Contribution Process.

III. PRESENTATIONS TO THE BOARD

A. Don Gage was at the meeting to make a presentation. After introductions, Mr. Gage made the following comments:

- ◆ He was born and raised in Gilroy and joined IBM in 1967 where he worked in management for 15 years. His Mom is Italian and his Father is Irish.
- ◆ Has been in public office for 25 year; was first elected in 1987, re-elected in 1998, and again in 2002. His last four-year term begins in January 2007.
- ◆ Has been married for 23 years, has four children and seven grandchildren. He also has two brothers and one sister; two of them reside in Gilroy. His brother in Gilroy is a firefighter and his sister retired from Con-Agra. One brother lives and works in Fresno.
- ◆ He has always had an open door policy; anyone need only call to discuss issues on the phone or to schedule face time.
- ◆ As a manager in IBM he did performance plans and initiated them when he joined the County. He believes in hiring from within and cited several examples; among them Pete Kutras, Ben Lopez, Ann Ravel, Mary Greenwood, Ed Flores and Ralph

- Miller. Believes that this practice is a morale booster while giving employees an opportunity to progress. Also, national searches are very costly and run approximately \$100,000 each, and people from other States may not understand the County's philosophy and new hires need to "hit the ground running"
- ◆ He enjoys meeting with employee groups and everyone is welcome; he does brown-bag lunches three or four times per year and prefers to have managers present so they can hear the complaints first hand and he then follows up with the managers.
 - ◆ He believes that a manager's span of control varies depending on the type of department and the job complexity; however, the rule of thumb is from 10 to 15 people per supervisor.
 - ◆ The County Executive has been given direction to plan for management succession and managers are beginning to do that.
 - ◆ He recognizes that everyone is stretched and having to do more with less. Managers are very important because they are needed to ensure that the work gets done.
 - ◆ Finance is the number one priority now and everyone is focusing on how to fill the gap since demands are up from the public and employees as well. His Department was also cut by approximately \$135,000 for FY 06-07; everyone has had to "tighten up belts" and make sacrifices in order to keep the workforce.
 - ◆ Health benefits for current and future employees will depend on the availability of funds and the goal is to maintain employment. He does not believe retirees will be affected; but a definitive answer is not possible.
 - ◆ The costs at the Health and Hospital System have continued to rise; the County's deficit for FY 06-07 was \$120 million; however if the Hospital is included it goes up to \$165 million.
 - ◆ The County is always looking for alternative sources of revenue; e.g. Measure A. New clinics are being built to increase availability of services to indigent clients, and land is being developed with housing for rent revenues. He hopes for 100% cost recovery from all Departments, e.g., Hospital, Mental Health, Parks, etc.
 - ◆ Increased revenues will help with the budget deficit; however approximately 55% of the budget is controlled by the State.
 - ◆ He believes in and supports staff and management training on an ongoing basis, especially on people skills. The County has a great education program and not all classes are during work hours.
 - ◆ He does not believe that the first day sick from STO should apply to managers; they pick-up the slack, cover for absent employees, etc. and managers should manage themselves; they are managers because they have demonstrated they are capable of managing themselves and others.
 - ◆ A reclassification should begin with a performance plan; if managers are performing tasks outside their responsibilities they should be compensated accordingly. If employees are not recognized and compensated accordingly their attitudes will change. Employee organizations are bringing this to the Board's attention and it is the same for middle managers
 - ◆ When employees' salaries change, supervisors' and managers' salaries should also be adjusted to ensure that managers remain on the job; it is a matter of respect. Premium pay is a good idea for fair compensation.
 - ◆ The Board and Pete Kutras are now looking at the impact of the early retirements without the ability to back fill the lost positions. Unfortunately, the County could

not control who left during the early retirement phase. In the future such programs may be more selective.

- ◆ Individual performance problems from employees that were placed in positions are also hard to deal with because of Union involvement in some instances.
- ◆ Performance plans need to be implemented in 100% of the County and should be the base for salary increases in a merit system such as in IBM.
- ◆ He believes in diversity not quotas; everyone should have the same opportunity. Eighty Five percent of employees at the County are women; he supports anyone qualified to do the work. Foster kids have been hired after appropriate training too.

After his presentation, Mr. Gage left the meeting. Tom noted that the PAC recommends endorsement of Don Gage. Richard Rapacchietta moved and Amando Cablas seconded for the CEMA Board to endorse Don Gage and contribute \$200 to his campaign. The motion was approved.

IV. **CONSENT ITEMS**

- A. Review and Approval of Executive Board Meeting Minutes for May 1, 2006.** After everyone had read and reviewed the minutes of the meeting for May 1, 2006, Richard Rapacchietta and Mary Mitchell moved and seconded for approval. The minutes were approved as presented.

IV. **ACTION ITEMS.** There were no action items discussed.

V. **INFORMATIONAL DISCUSSION TOPICS**

- A. Lead CEMA Business Representatives' Report.** Tom reported the following:
- ◆ His focus is on the bargaining proposals for the CEMA contract negotiations with the County.
 - ◆ Some SSA issues are now being reviewed with the help of supervisors and managers.
 - ◆ The member recruitment campaign is beginning to move. The current membership count is 1,141. Tom noted that the payment to Local OE3 does not include employees on leave of absence.
- B. CEMA Business Representative's Report.** Randy reported the following:
- ◆ His focus is also the CEMA negotiations with the County and communications with members.
 - ◆ The draft proposals were emailed to the Committee today for tomorrow's membership meeting.
 - ◆ A flyer to CEMA members endorsing Larry Stone and Pete McHugh for County Assessor was mailed with Mr. Stone's name misspelled.
 - ◆ On Thursday this week, the Communications Committee will discuss a CEMA banner; Randy will see if the OE3 print shop can do it.
 - ◆ The CEMAgram has been mailed to members.
- C. President's Report.** Edna reported the following:
- ◆ The County's Unity in Diversity celebration is scheduled for May 25, 2006. CEMA will sponsor this event with a \$500 contribution, and Board member volunteers are needed to staff a table at the celebration.

- ◆ All CEMA Committees' Chairs were encouraged to take leadership and get the work done and ask Tom and/or Randy for help only as needed. Committee Chairs were also encouraged to develop goals and a vision for the committees.

D. Treasurer's Report. There was no report.

E. Political Action Committee Report. Tom Reported the following:

- ◆ There are three phone banking events remaining at the South Bay Labor Council. Phone banking from the CEMA office is also planned. Carole La Barbera volunteered to help coordinate, with Raul Colunga and Amando Cablas, the phone banking and precinct walking by CEMA members for May 24th and 31st. The phone banking will be from 5:30 PM to 8:30 PM.
- ◆ A flyer was mailed to all members with a complete list of endorsements from CEMA.

F. Bargaining Committee Report. Tom reported the following:

- ◆ The committee met twice last week; the proposals were finalized after reviewing a draft and making some modifications. The final proposals will be emailed today to the committee.
- ◆ The IBB training for the CEMA Bargaining Committee is scheduled for May 30. June 22 is scheduled for the first bargaining meeting between the County and the CEMA Bargaining Committee. Thereafter, most bargaining meetings will take place on Thursdays.
- ◆ Measure A appears to be in trouble according to the results of a poll released by the San Jose Mercury News today.
- ◆ A list of membership meetings was routed to Board members for signing up to attend.
- ◆ There is a County workshop tomorrow at 70 West Hedding at 1:30 at the Board of Supervisors' chambers; Board members were encouraged to attend and to check the County's website for other budget meetings.

G. County's Personnel Board Vacancy. Tom reported that Delia Ho submitted her application for this position. Three other candidates did the same and will be considered; only one will be selected to serve in this volunteer capacity. The other nominees are from 715 and 1587. It is not clear who from the Board of Supervisors will be making this appointment. The issue will be discussed in more detail at the next meeting. It is expected that the final decision will be made by June 30th.

H. Membership Committee Report. Mary reported that she is working on setting up a meeting for non-CEMA members at the Finance Agency. A meeting is also planned for HHS.

I. Santa Clara County's Unity in Diversity Celebration. This item was covered under the President's Report above.

J. CEMA Executive Board Spring/Summer Potluck Meeting. Dolores will email everyone with the dates for the potluck meeting. She also noted that checks and letters are being mailed to the scholarship awardees. A photo appointment with awardees is scheduled for May 24, 2006.

K. CEMA Audit Committee Report - 2004 & 2005. This item was tabled.

L. Update on Local OE3 Political Contribution Process. This item was tabled.

VI. ANNOUNCEMENTS/KUDOS

The Board offered Kudos, a bouquet of flowers, and a gift certificate to Rachel Martinez belatedly for Administrative Professional's day.

Carole La Barbera announced she is retiring from County Service on June 30, 2006. Although she will be missed tremendously, all Board members congratulated her on her retirement.

VII. DEVELOPMENT OF AGENDA FOR NEXT MEETING. Please submit agenda items to Consuelo Collard.

VIII. MEETING EVALUATION. The following comments were made about today's meeting.

- ◆ It was good to have Board of Supervisors member Don Gage visit with the CEMA Board today.
- ◆ The second half of the meeting was very efficiently run thanks to Edna and Richard.
- ◆ The salad for lunch was a good choice; very healthy.
- ◆ Edna thanked Tom and Randy for their ongoing work and support.

IX. MEETING ADJOURNMENT. As all Agenda items had been discussed, Richard Rapacchietta and Amando Cablas moved and seconded for meeting adjournment. The meeting ended at 1:05 PM.