ATTENDEES: Julie Morgan, Jen Ingalls, Sonia Henry, Jessica Lichtig-Groom,

Cora Killian, Garbrielle Alberti, Eileen Riotto, Steve Gilmore, Denise Lange, Lynn Redner, Melissa Hendricks, Lonni Banducci, Careen Holman-Gary, Allison Brook, Jean Brooks, Jessica Holland, Porscha Adams, Megahn Swanson (EA members didn’t get listed because of our documenting error, we apologize)

* Call to order
  + Sheila is stepping in as president in the EA, she may have someone to step in as VP
* Approve minutes previous meeting
  + approved
* Concept of membership meetings “all inclusive” (Julie)
  + Inclusive of all people new and old. Open to new ideas
* Old Business
* Bylaws (Sonia)
  + Updated to include EA/EAP and AFSCME, waiting for new AFSCME rep and lawyer to review them
  + More realistic to what we really do
  + Bylaws describes roles, elections, timeframes. How we run the business of the EA and EAP.
* Updating email list and how to ensure you are on the communication list. (Jen)
  + Trying to combine 4 different lists, AFSCME, HR, Sign-up Genius, Email list
  + You can find info at tfhemployees.org, you can add yourself to the email list on the website, meetings, agendas, and minutes are on website
* Financial update only for EAP(Sonia)
  + Money in the bank with Edward Jones
  + A portion is invested and a portion is cash on hand—for legal issues or stipends or winter/summer passes, legal fees, bookkeeping fees
  + $293,828, this is more $ coming in than before AFSCME
* Summer passes/ sign up genius (Sonia)
  + membership Voted for summer passes
  + Ponderosa Golf Course—2 fully transferable passes
  + Tahoe sports Hub rental—tubes, bikes, crash pad, paddle boards, e-bikes, check out all of their rentals on their website
  + Each sign-up requires you to follow the rules to sign-up
  + Voted at last meeting to get 4 gold passes for the winter
  + Will probably increase passes and money for summer next year with addition of new MSC employees
* ACSFME update new rep (Julie)
  + Brian Dane has been rep and is stepping away and moving into a new area
  + Tina Acree is the new rep. Meeting with Board and Rep tomorrow. Photo and Bio to follow
* Introduce board once again Bio on website (Jen)
  + Jonathon new secretary
* Officer’s training through ACSFME (Julie)
  + For new Board members
* Questions about website (Jen)
  + Website is up to date, bios, photos
  + Contact us: send questions
  + Adding a new example for an SBAR, traceable and trackable
  + Anyone interested in helping with the website (WordPress)?
  + Pass sign out info is on the website as well, links to sign-up genius, goes to board and you will get approved.
* How to complete an SBAR and union representation during fact findings (Jen)
  + Fact finding is a Non-disciplinary meeting with HR, management and the employee
  + Can become disciplinary
  + Should get a general understanding in writing of topic on why you are going to a fact finding prior to the meeting
  + If requested to be in a fact finding you have the right to ask for a union board member to be present at the fact finding
  + Union board member takes a lot of notes and listens to ensure that everyone is adhering to the MOU
  + Right to reschedule if representation not available
* MSC onboard vote passed (Jessica)
  + Management was willing to work together
  + Passed with 91 yes votes
* EA board and EA needing stewards, Steward training through ACSFME (Jessica)
  + Training from AFSCME
  + Reach out to Board if interested in EA Board or becoming a steward
* Open for questions
  + Can EA report to the EAP board?
    - Yes, please communicate through website
  + How do we make sure we are involved in voting for sign-up genius?
    - Votes happen in meetings and some votes are sent through sign-up genius
    - Go to email sign-up and sign-up genius links
  + PL for holidays?
    - Ability to flex schedule in work week to meet FTE with manager approval
  + Can Pharmacist job description get grandfathered clause for NV license requirement?
    - Let’s talk offline, management willing to talk about it
  + Uniform replacement for med/surg?
    - Management is still discussing. Being spearheaded by Louis
    - Wanting to get vests
    - Want to help offset the cost
    - Julie will contact management tomorrow to follow up on this
  + Salary surveys for July 1 raise?
    - Guaranteed 3% or salary survey data
    - Equity surveys (Sonia)
  + Why were already represented EAP members not allowed to vote on onboarding the MSC addendum
    - Wasn’t a brand new contract for the already represented group
  + Can we discuss signing out ski passes for two days starting May 1st
    - 13 yes--Sonia will update the rules Wednesday, put your name on both days for the same pass
    - Take the pass with the number you signed up for
  + Add a spot on the website for people to give input on what is bothering them now for future negotiations--Lynn
  + Steve Gilmore interested in being a steward for Pharmacists,
  + Lynn Redner steward for ASD/Surgery
  + Megan Swanson EAP Cancer Center
* Meghan Swanson won the raffle for $250 education stipend, no timeframe to use this $
* Education money and hours expire at the end of June. Go to Ultipro, then PTO, you can see education hours you have available. Email Alyssa clay to find out how much money you have left. Make sure you are using all of your education hours and money by the end of June. If you miss a 12 hour day of work for an 8 hour conference you can put 12 hours on the variance log. Can use hours with health streams. Education money can be used for license renewal, books, conferences, or memberships to organizations. FT 24 hrs on July 1 can rollover 1 year both money and hours.
* Ideas, thoughts, suggestions????