



*Report From The Council
Hyatt Regency, Santa Clara
December 3, 2007*

PRESENT

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| Roseanne Becher, President | Barbara Morton, Vice President |
| Linda Virden, Treasurer | Debra Oshige, Area 2 Director |
| Rhonda King, Area 3 Director | Vicki Kramer, Area 4 Director |
| Roger Urroz, Area 5 Director | Rosemary Mangino, Area 1 Rep |
| Becky Jo Adams, Area 2 Alt. Rep | Frankie Medina, Area 3 Rep |
| Norma Ortiz, Area 3 Rep | Wenessa Clark, Area 4 Rep |
| Lisa Longabaugh, Area 4 Rep | Gerald LeDay, Area 5 Rep |
| Yolanda Mogannam, Area 5 Rep and Grievance Committee Co-Chair | Bob Quance, Area 5 Rep |
| Marilou Saldajeno, Area 5 Rep | Carole Hester, Communications Chair |
| Kathy Hill, Ex-Officio | |

ABSENT

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|----------------------------|------------------------------------|
| Henny Schaffer, Secretary | Michelle Bomberry, Area 1 Director |
| Denice Correia, Area 2 Rep | Terri Pinkney, Area 2 Rep |
| Jem Mapanao, Area 5 Rep | Gina Domenici, Co-Grievance Chair |

GUESTS

Dawn Basurto, NSO Liaison
Deborah Ford, Budget & Finance Committee Chair

Proposal to audio tape the Representative Council meetings was not approved by Council members.

The results of the vote of the Oct. 8, 2007 email approval recommendation for Liz Tokar to remain on Retirement Trust until December 31, 2007 was reported: 15 yes, 0 no, 0 abstentions.

PRESIDENT'S REPORT - Roseanne Becher

President Becher shared a written opinion from the CAS Attorney in response to the issue reported at the September 22nd Rep Council meeting. He stated in his letter, if the member acts in his or her individual capacity and CTA takes action against the employee it would be appropriate to use the Union's Attorney to represent the employee in the arbitration. The Attorney's letter was shared and discussed with the member, Area Leaders and Grievance Chairs.

Attorneys representing CTA in the CSO "Office Rebuild" Arbitration notified CAS of their rights to intervene in the Arbitration. Additionally, CAS was notified and threatened that we would be barred from pursuing any grievance related to the award CSO might win. The communiqué was forwarded

PRESIDENT'S REPORT – CONTINUED

to the CAS Attorney, as well as the Grievance Chairs. President Becher also had several conversations with the CSO President and the CSO Grievance Chair who shared with her his written response to CTA's Attorney. At her request, the CAS Attorney sent a written response to CTA's Attorney handling the "Office Rebuild" Arbitration. Subsequently, CTA's Attorney responded in disagreement to the CAS position. The Arbitration is still ongoing.

President Becher reported that a "Reclassification Panel" convened on October 30, 2007 where five members sought reclassifications; three from Office Services. On November 2, she received an email from one of those Office Services members who went before the panel, and in his words, the Panel was "loaded for failure." His email and letter actually touched on three issues CAS is currently pursuing:

1. Inconsistent "Security" training among the Switchboard operators and Receptionist throughout the State.
2. Changes in Job Descriptions without involving the Union.
3. A perceived "Conflict of Interest" among the Panel members.

CAS has brought up the first two issues at the CAS/Management meeting on November 19, 2007 and due to a perceived "breach in impartiality," CAS is asking for a new Reclass Panel to hear the request of those members in Office Services.

President Becher reported that on the day a CAS member was physically moved to the Conference CC Department, CAS was asked to waive the 25-days advance notification of the transfer from Governance to the CCC Department. Due to the inconsistencies between what the Union was told and what the member was told in regards to the job duties, the waiver was denied by CAS.

President Becher presented her report of the November 19, 2007 CAS/Management Meeting:

- Intern Program was brought under the responsibility of the NODD Department. Jim Clark explained it was basically because it is training for field positions.
- CAS expressed the necessity to have CTA come to the Union whenever job descriptions may be changed as in the case of transfer. In regards to the transfer, CAS has requested to be involved with the meeting between member and new managers.
- The CAS position on extended Bereavement Leave was that "out of state" is not the only criteria to be used when approving extended leave.
- Clarification of the Joint Reclassification Committee's "Neutral" member was discussed.
- CAS contends CTA Release Time notification should be the responsibility of DHRM.
- A CAS member (Committee Chair) was instructed not to work at CTA on off hours. The member was not to work on CTA or Union business except during her work hours. This is of great concern to CAS.
- CAS brought to CTA's attention that many of the Switchboard Operators and Receptionists throughout the State have not received any security training. CTA is going to look into the training.

UNDER OLD BUSINESS:

- Comp Time Reports – Uniform format will be discussed at the 2/25 & 2/26 Supervisor's meeting.
- CTA Policies to be reviewed between CTA and CAS – Dates to be scheduled December (4 or 5).

PRESIDENT'S REPORT – CONTINUED

- Multi Day Training – Area 4 member denied. Language to be worked on as “Policy” was not agreed to by CAS. Jim disagreed with the criteria put forth by CAS. Yolanda Mogannam to speak with Vicki Kramer about organizing.
- Items from last meeting were to be put on Safety Committee agenda by management. CAS brought to the Safety Committee the issues; “Workplace Violence” Training, “CPR” Training and Evacuation Plans.

President Becher reminded Rep Council that the CAS/CSO Pre-Submit meeting is scheduled for December 10, 2007. At this meeting the CAS Officers will meet with the CSO Officers prior to meeting with the CTA Officers and Management team on December 14, 2007.

The NSO Winter Advocacy Retreat is scheduled for January 18-19 in Sarasota, Florida. The following members are scheduled to attend: Roseanne Becher, Barbara Morton, Linda Virden, Vicki Kramer, Dede Deatrick, Wenessa Clark, Yolanda Mogannam, Patricia McCallum, Bob Quance, Tammy Brooks and Denice Correia. Carole Hester is to take Vicki Kramer's place.

CSO President, Tim Hill informed President Becher that “the CSO Rep Council met on 10/18 and is open to having a joint union meeting with CAS.” His suggestion “for a joint Rep Council meeting would be an evening dinner/meeting May 28, 2007. This is the day before the CSO business meeting on May 29, 2008.” Even though CAS has scheduled April 11-12 for our Spring Rep Council meeting, President Becher offered to bring his suggestion to the council for discussion.

President Becher again reminded Rep Council about the protocol for sending out communications: The President must always review all communications before distribution to the members, regardless of the issue.

President Becher reminded Rep Council that when we conduct the business of this Union we must act “Fiscally Responsible” in the decisions we make.

BUDGET

During an October 11, 2007 conference call the Executive Board agree to approve a 2007-08 draft budget that included the General Membership Meeting. Consensus was reached to leave the final decision for Representative Council.

Rep Council discussed the polling/survey of members in each area regarding the CAS General Membership Meeting:

- Area 1 – Most members want to have the meeting. Eleven or eight said yes but only 5 said they would attend.
- Area 2 – 92% said yes, no one said no.
- Area 3 – Surveyed 36 members. 32 said yes, 3 said no.
- Area 4 – 70% of members said no, 30% said yes.
- Area 5 – Sent out survey to 89 members; 12 responded. Of those 12, 7 said no for 2008 and yes for 2009. One responded no for 2009.

BUDGET – CONTINUED

Rep Council approved the proposal to forego having a General Membership Meeting in 2008 and set aside not less than \$10,000 of this year's budget to help pay for a General Membership Meeting in 2009.

Rep Council approved the 2007-2008 budget without the General Membership Meeting.

HEALTH & WELFARE TRUST - Liz Tokar

Liz Tokar reported on the flu shots. She stated that January is the next phase of the wellness program with New Beginnings; mailing should be going out next week. Liz answered questions regarding in network and out of network doctors for Blue Cross.

BUDGET CONTINUED

Approved that Representative Council make a request of the Budget Committee to take another look at the 2007-2008 budget for the purpose of reducing the total budget by approximately 5% to make funds available for the 2009 General Membership Meeting, and to provide suggestions for specific committee budget reductions.

By consensus it was approved to include Representative Council Alternates and the NSO Liaison in all Rep Council communications.

PRESIDENT'S REPORT CONTINUED

President Roseanne Becher recapped the organizing training. She stated that the training helped to bring out what we all think our union should be and we were all on the same page and had common thoughts about our goals.

She reported that Jem Mapano has resigned from the 401k Committee and rep duties.

VICE PRESIDENT'S REPORT - Barbara Morton

Barbara Morton explained the protocol for conference calls. She stated a form needs to be completed and turned in to her before using conference calling. Barbara will then provide the number and codes.

TREASURER'S REPORT - Linda Virden

Copies of the "Profit & Loss Budget vs. Actual" and "Balance Sheet" statements were distributed to Representative Council. In the "Profit & Loss vs. Actual" statement, "Accrual Basis" should be changed to read "Cash Basis".

NSO LIAISON REPORT - Dawn Basurto

Dawn reported that Oregon is very thankful for CAS contribution to staff that lost their jobs. She said that research data is completed and CD compilation is in progress. Dawn Basurto was accepted as associate staff for Harvard Trade Program. National CBC meeting is scheduled for March with a focus on pensions. Regarding the WAR College, the hotel is being renovated so some will be moved to other hotels.

AREA REPORTS

Area 1 - Rosemary Mangino

There was nothing to report for Area 1 at this time.

AREA REPORTS – CONTINUED

Area 2 - Becky Jo Adams

Area 2 members are proud of Dawn Basurto who will be participating in the next Harvard Trade Union. Congratulations to Jeanne Akins who is retiring after 35 years of service with CTA and for her contributions to CAS. Security issues at the Natomas office are being addressed by CTA management. 95% of Area 2 members participated in General Membership Meeting survey. A Region 2 CAS Caucus and House Meeting is scheduled for December 6, 2007 in conjunction with the Region 2 Staff Meeting Holiday Luncheon.

Area 3 - Norma Ortiz

Area 3 had an Associate Staff Training in November regarding Unionism. The Channel Islands RRC moved in November to its permanent Oxnard location. Three members from Area 3 went before the Reclass Panel and no reclassifications were granted. Area Director and Representatives made one-on-one contacts with every member in Area 3 to gather information and data regarding the General Membership Meeting. Les Waggoner is retiring from CTA after 5 years.

Area 4 - Wenessa Clark

All CAS members were contacted in Region 4 regarding General Membership Meeting. A CAS member was denied paid time due to fires. Attendance is being tied to job performance by Region 4 management. A CAS member has been informed that they will not be allowed to work outside the defined hours of a CAS working day. A CAS training will be held on January 24, 2008 with the Region 4 Supervisor. RegOnline duties have been added to Service Center Council support staff.

Area 5 - Roger Urroz, Gerald LeDay, Marilou Saldajeno, Yolanda Mogannam

Membership issues were brought up by Gerald LeDay with discussion following. Two previously vacant membership positions are now filled. Yolanda Mogannam distributed copies to Representative Council of report from meeting with management on November 29, 2007. Buddy System was discussed. Bill Elting is now Manager of Member Benefits and Office Services and a question was raised as to whether all CAS members in Risk Management are under Bill Elting.

The Representative Council passed unanimously President Becher's recommended for Norma Ortiz as the new 401k Committee Chair.

COMMUNICATIONS COMMITTEE REPORT - Carole Hester

An issue of the CAS Connection was published, distributed, and posted to the web site. The next CAS Connection will be published in the spring. Susan Harper is the new Assistant Editor. There is a concern that the newsletter and the Report to Council are redundant. A recommendation has been submitted to discontinue the Report of the Council and to add the reports to the CAS newsletter. A survey has been developed to evaluate how we can communicate more effectively with CAS members.

ORGANIZING COMMITTEE REPORT - Vicki Kramer

Vicki Kramer distributed the Organizing Plan for 2007-2008 to Representative Council. In addition, she handed out Rep Council Talking Points, discussed HOUSE Meetings, and Membership Department issues. She asked that leaders wear CAS shirts once a month to promote recognition and solidarity. Vicki spoke of a future refresher course on how to conduct one-on-ones for Representative Council.

TRAINING COMMITTEE REPORT - Norma Ortiz

The two most popular topics in the CAS survey were *Communicate Like A Pro* and *Advanced Communication and Assertiveness Skills Training*. Norma provided the following dates and locations: March 26, 2008 in Burlingame and March 27, 2008 in Norco. Conference calls with trainer, Suzanne Kryder, were conducted to customize the training for CAS. Ms. Kryder's web site is www.dreadedconversations.com. Rep Council was reminded that this is a benefit afforded to us through our collective bargaining agreement.

401k COMMITTEE REPORT - Norma Ortiz

Union Bank of California sold its retirement recordkeeping to Prudential, but it's too early to tell what will happen; potential increase in fees; funds can change; will continue business as usual. Funds are continuing to perform well overall. The Committee is watching the Thompson Plum Growth Fund and spoke of the Stable Value Fund: 45 members have 100% of their investment in the Stable Fund. A communication will be sent to educate and encourage them to invest their assets further. The plan has a total of 17 core funds to choose from.

GRIEVANCE COMMITTEE REPORT - Yolanda Mogannam

Yolanda Mogannam distributed the Grievance report to Representative Council and reviewed it with them.

RETIREMENT BENEFITS TRUST REPORT - presented by President Becher

The next Retirement Trust meeting is Thursday, December 13, 2007. A subcommittee consisting of Maureen Keating (CAS), Bob Lindquist (CSO), Carole Ann Luckenbach (Management), and Richard Gilbert, (Attorney), is working on updating The Summary Plan Document (SPD). The goal is to put it in simpler terms to clearly communicate the benefits in an understandable manner. Bob Quance will become an Alternate Trustee as of January 1, 2008. Bob will attend the December 13, 2007 meeting as an observer. Marana (Trust Administrator) has been notified to register Bob for the International Foundation New Trustee Institute in February. A report of the CAS Trustees who attended the International Foundation 53rd Annual Employee Benefits Conference was sent to all CAS members.

BARGAINING REPORT – presented by President Becher on behalf of Maureen Keating

The Bargaining Team will meet on December 6-8, 2007 to review the contract in the first step of preparation for bargaining in 2009. The team will also be attending the NSO Winter Advocacy Retreat in January for additional training. CAS met to negotiate with CTA on the newly created CCC position or "Conference Program Specialist II." CTA has flown three of these positions. CTA and CAS are currently at odds over CTA's refusal to sign a MOU on the newly created position. CAS has asked CTA to refrain from unilaterally changing the job descriptions.

SAFETY COMMITTEE REPORT – Presented by President Becher on behalf of Susan Sanz & Henry Ahn

Tom Kaiser, Department of Human Resources Manager, is the CTA Safety Officer. Committee received updated schedule of AED (Automatic External Defibrillator) Training. Bullhorns have been distributed to appropriate staff. It was reported "Ergo Pro" was the ergonomic software preferred by DHRM. RRC updates: Safety posters ordered include inappropriate posters. Tom Kaiser to remove before distributing for use. First Aid Supplies/Emergency Survival Kits with up to a five day supply have been reordered and distributed. Ergo Evaluation Training was discussed. Progressive discipline

SAFETY COMMITTEE REPORT – CONTINUED

may be taken for employees who repeatedly do not wear their ID badges in Headquarters per Management.

There was discussion regarding providing written procedures for groups using the flex center meeting room. CAS requests were addressed. The next Safety Committee meeting is scheduled for Tuesday, January 8, 2008.

NEW BUSINESS

CAS benefit to Carol Tom's family. Current copies of the CAS Bylaws and Standing Rules were requested. They are in the back of the current contract (small version). Release time report was requested, but was not available but should be available at every Representative Council. Discussed CAS Boutique.

Roseanne Becher shared a REACTA newsletter with Representative Council by passing it around. A suggestion was made that we may want to consider adding their newsletter to the CAS website.

OLD BUSINESS

Follow up to questions brought up at last Rep Council meeting were addressed:

- Difibulator training and usage: Attorney says CTA should indemnify anyone that's been trained.
- Workout waiver: Attorney advised that it's no problem if employee accepts risk of using the equipment, however, what if the equipment is faulty? CTA's language is overly broad.
- March 2 and 3, 2008 for Exec. Board and Representative Council. Possible choices included Natomas and Ontario the March 2 & 3 meeting location.