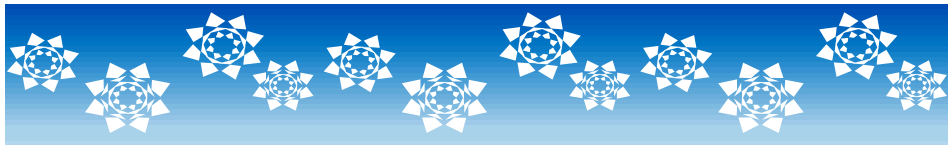


Think before you print. If you do, consider your print settings.



EA VOICE



BAAQMD Employees' Association Newsletter

Winter Holiday Issue 2014



Message from the President

I would like to take this opportunity to wish everyone well this holiday season. It has been a busy year and we have accomplished a lot. Thank you to everyone who has taken the time to participate and be involved with the EA. Also, thank you to everyone who came to the last general membership meeting. As well as an update on the EA's activities, it was a good opportunity to educate everyone on the Grievance Process. Going forward, if there

are subjects pertaining to labor unions that you would like to see presented please let us know and we will incorporate them into future meetings.

Along with the hustle and bustle of the holiday season, there is a decent amount of activity with the EA right now. The Meet & Confer Team is meeting with the District and has officially started the process to have classification studies performed as specified in the MOU as well as addressing the impacts related to the building move.

As mentioned in the last Membership Meeting, the one active grievance regarding the Specialist Recruitment in the Strategic Incentives Division (SID) is progressing toward step 3A – Mediation. The EA and Air District are in the process of selecting a mediator and preparing for this step. The EA is approaching the \$5000 expense limit for this grievance, so please be advised that we will be calling a Membership Meeting requesting authorization for the finances necessary to pursue this matter.

Finally, before I conclude this message I would like to give a big thank you to all of our retirees. Thank you for your years of dedicated public service and I wish you well as you move into this next chapter of life.

Of course, this means that new employees are joining our ranks; I would like to offer a hearty "welcome aboard" to all of our newest members. I encourage all of you to become involved as you settle in to your careers at the District.

I look forward to seeing everyone at the upcoming all hands celebration and various holiday festivities and I wish you all a happy holiday season.

Best,

Paul Grazzini
EA President
Paul Grazzini



Inside this Issue:

Front Page	1
Events	2-3
Summary	4
Safety	5
Treasury	6
Committees	7
Contacts	8



A Brighter, Better New Year

Happy, Happy New Year!
We wish you all the best,
Great work to reach your
fondest goals,
And when you're done,
well-earned rest.

We hope for your fulfillment,
Contentment, peace and more,
A brighter, better new year than
You've ever had before.

By Joanna Fuchs
Poem Source



EA Baseball Hats will be available at the Children's Holiday Brunch!

GET YOUR FREE EA HAT!



You are cordially invited to the District's

2014 Children's Holiday Brunch

Monday, December 22nd

9:30 a.m to Noon

7th Floor Board Room

Time for face painting, photo booth, games & more!

All staff & their families are invited

(You don't need a child to attend)

Please RSVP to Terri Levels @ x4984 or tlevels@baaqmd.gov

by Monday, December 15th

*RSVPs with children please bring a wrapped gift \$20.00 or less, with the child's name printed

POTLUCK ASSIGNMENT

<u>Last Name</u>	<u>Please Bring</u>
A-G	Brunch Side
H-M	Pastries/Dessert
N-Z	Brunch Main Dish
	&
	Onsite Crepe Makers!!



CARNIVAL

You are cordially invited to:

2014 Chairman's Salute to Air District Staff

Thursday, December 18, 2014
All Hands Meeting - 2:00pm to 4:00pm
Celebration! - 4:00pm to 8:00pm

Great American Music Hall
859 O'Farrell Street
San Francisco, CA 94109

Please **RSVP** by November 21, 2014 to:
Michelle Torres, x5021
Lilia Martinez, x4664

**** Inclusion of the District Holiday Party Flyer is for informational purposes only. While the EA does pay for a portion of the costs, the EA Board/Committees are not involved in planning the event.**

Guests
welcome
\$25 p/p

Must be 21
and over

Empanadas
and coffee
station
provided at
All Hands
Meeting

**Help
Wanted**

Several members of the Social Committee will be stepping down at the end of the year. They have put in a tremendous amount of work, dedication, blood, sweat and tears in successfully putting together all of our Social Events. We will be looking for new members for this Committee and will be having a kick off meeting in January 2015. More details to follow. If you are interested helping, please contact Chris Coelho, VP.



Presentation Summary from the November '14 EA General Meeting

Grievance Process Summary

A claimed violation, misinterpretation, inequitable application of, or non-compliance with, a specific provision of this Memorandum of Understanding, or any disputed disciplinary action against an employee or employees covered by the MOU.

(MOU BAAQMD & EA, Art. IV Sec. 4.01)

Who can file?

Represented Employee & Employees Association (Start Step 2)

Who are the parties involved:

From the EA:

Grievant, Steward, Grievance Committee, EA Board,
Business Agent, & EA Attorney

For the District:

HR, Director of Admin, Consultant, Executive Officer &
District Attorney

Grievance Steps

Step 1 - The grievant shall discuss the grievance with their immediate supervisor and/or section manager who shall meet with the employee and Association representative(s)

Step 2 - The grievance is submitted in writing to the HRO stating:

- a. The factual particulars of the matter.
- b. Provisions of the Memorandum of Understanding that have been violated or misapplied.
- c. How this has affected the grievant (to the grievant's detriment).
- d. The redress sought.

Step 3 - The grievance is submitted in writing to the E.O. or designee who shall meet with the grievant and Association representative(s) and respond to the grievance.

Step 3A - The grievant may request that the matter be submitted to Mediation (Mediation shall be by mutual written agreement of the grievant and the EO).

Step 4 – If mediation does not take place, then the grievance is submitted to binding arbitration

*Note: These steps do not preclude mutually settling at any point in the process

Duty of Fair Representation (DFR)

The **duty of fair representation** is incumbent upon U.S. labor unions that are the exclusive bargaining representative of workers in a particular group. It is the obligation to *represent* all employees fairly, in good faith, and without discrimination.

Examples of Grievances:

Requiring an employee to provide a note from doctor to justify sick leave (not in MOU); Not following procedures in MOU (such as call-out, standby pay, hiring); Disciplinary actions that do not follow the procedure in the MOU; Modifications to working conditions or job classifications without having Met & Conferred; Working out-of-class.

Non-examples :

Workplace Discrimination (handled by EEOC); Employee Evaluations*; Staffing allocation ; Financial/Business Management

*Negative evaluations on conditions/responsibilities not within classification or outside of the scope of work are grievable.

EA Business Agent

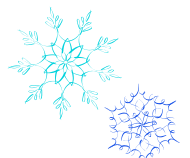
A Business Agent (BA) is a consultant who works to protect the rights of union members, the integrity of the collective bargaining agreement, and the union jobs themselves.

Typical Duties Include (but are not limited to):

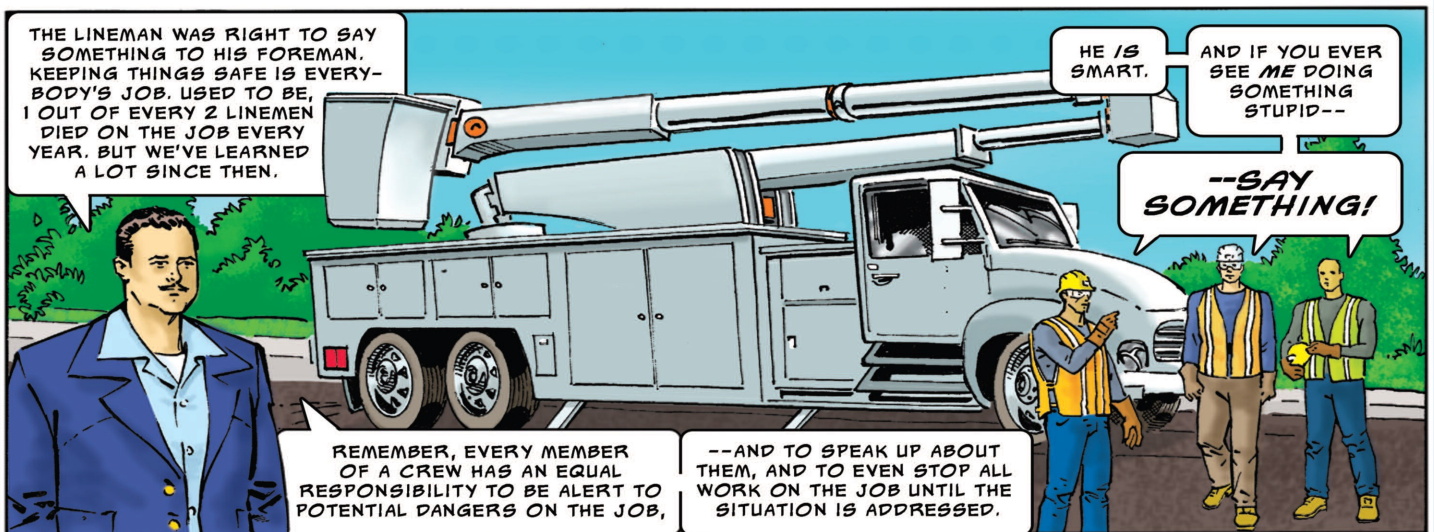
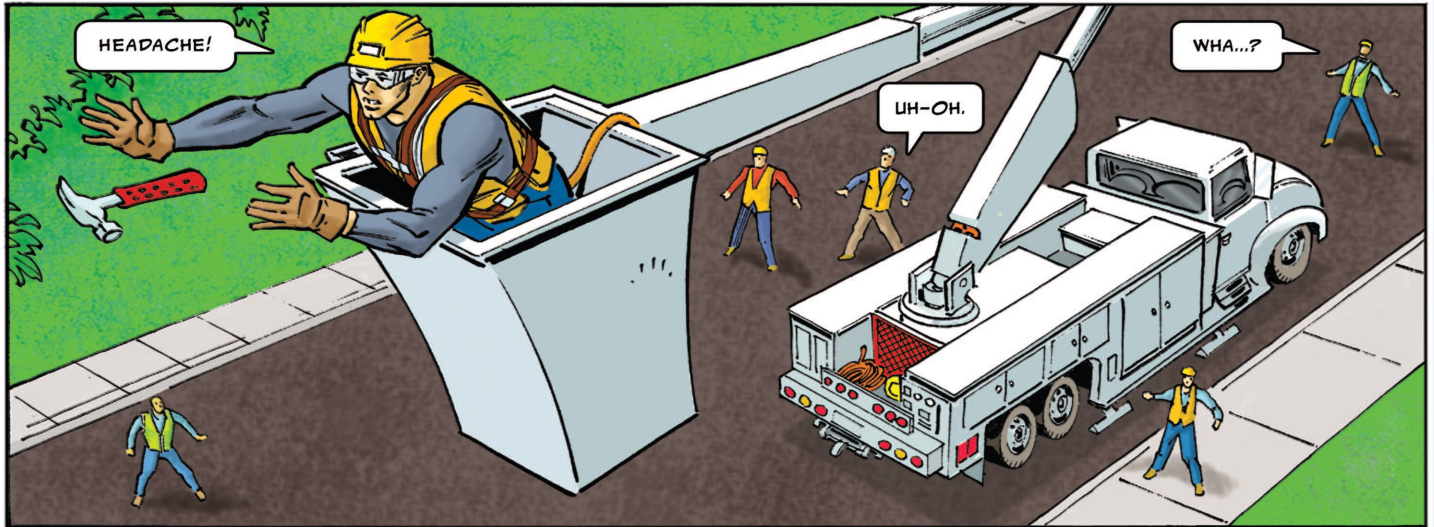
Primary intermediary between the union and the union's attorney; Sometimes acts as intermediary between union leadership and executive management; Participate in contract negotiations; Handle grievances as head of the union's grievance committee ; Handle general union business (formulating strategies, writing reports, and correspondence) ; Give time to individual union members who have questions about union matters.



If you missed getting your Free EA Hat at the General Membership Meeting, please stop by the Children's Holiday Party on Monday, December 22nd .



SAY SOMETHING



Treasurer's Report November 12, 2014

Balance Sheet - As of 11/12/2014
 (Includes unrealized gains)
 As of 11/12/2014 (Cash Basis)

Account	Balance
ASSETS	
Cash and Bank Accounts	
Citibank 6 MONTH Term CD	0.00
Citibank IMMA 0.00	
EastWestBank CD 180days	101,128.19
EastWestBank Money Market 6 Check Option	32,927.84
EastWestBank Standard Business Checking	19,704.50
SFFCU 12 MO TERM CD I24	101,735.15
SFFCU 12 MO TERM CD I24.1	101,249.12
SFFCU Regular Shares	5.02
TOTAL Cash and Bank Accounts	356,749.82
TOTAL ASSETS	356,749.82
LIABILITIES & EQUITY	
LIABILITIES	0.00
EQUITY	356,749.82
TOTAL LIABILITIES & EQUITY	356,749.82

Spending by Category - YTD



Legal Services Fees	42.75%
Business Agent Fees	17.02%
Legal:Grievance	11.58%
Meeting Transcription	7.76%
Food	3.97%
Activities:Picnic	3.80%
Other Education	3.20%
Supplies:EA Logo Caps	3.03%
Activities:Party	2.56%
Activities:Baseball Game	1.77%
Other	2.55%
Total	\$78,140.50

Mission Statement

To **ASSIST** in the maintenance of the higher standards of public service.

To **IMPROVE** the wages, hours and working conditions of its members.

To **REPRESENT** its members as a bargaining unit on all matters affecting the welfare of the members, including but not limited to wages, hours and other terms and conditions of employment.

To **UNITE** all employees who are members of the Association for the purpose of maintaining, protecting and advancing their interest, both individually and as a group; and to foster and advocate professional competency and proficiency of its members.

To **FOSTER** a better understanding and cooperation between the Association and the District.

www.eavoice.org

EA Active Committees



There are several ways members can become involved with the EA. One of the best ways is to join one of the many various committees. Below is a summary of some of the more active committees.

Please refer to Page 8 in this issue for Committee Leaders.

Archive Committee:

The Archive Committee was formed to digitize all of the Employee's Association historic documents. We are in the process of scanning these documents into a searchable electronic archive. The primary goal of this committee is to make sure we have electronic documents created prior to the move. Our history is important to us and we do not want to lose all the hard work conducted by past members. In addition, the archive committee is tasked with keeping track of EA supplies such as items for the picnic and general membership meetings.

Social Committee:

The Social Committee plans social events and activities for District employees. Over the last year, the Social Committee has hosted a movie night, an A's Game, and organized the summer picnic. The Social Committee last project of the year is the Children's Holiday Party. **We will be looking for new members for this Committee and will be having a kick off meeting in January 2015.**

By-Laws Committee:

The EA is governed by our Constitution and By-laws. The By-laws describe the Board and its duties; determine the types and duties of our committees; and provide guidance on the conduct of General Membership Meetings, voting procedures, etc. The Association was founded in 1973 and have only amended the by-laws twice, in 1995 & 2007. The By-laws themselves require a standing committee to review the Constitution and By-laws and recommend changes and updates to the Membership for adoption. Our current goal is an entire review with a focus on the financial sections and voting procedures to ensure they are up to date, and meet the needs of the EA Board and general membership. Any feedback is welcome. (The Finance Committee is currently working alongside the By-Laws Committee.)

Grievance Committee:

A Grievance Committee is a committee formed by a labor union or by employer and employees jointly to discuss and where possible eliminate grievances. The grievance committee along with the EA's Business Agent and Attorney are also responsible for moving grievances forward if discussions fail to lead to resolution. The Grievance Committee is also tasked with documenting the grievance steps and keeping track of the grievance process deadlines. **Please refer to Page 4 in this issue.**

EA Voice:

The Voice is our newsletter that help the Board and its Committees communicate with the membership through a causal, informative and convenient method. **The Voice content is written by a variety of members and everyone is encouraged to submit articles and topics to be shared with membership.**





Meet your EA Board Members & M&C

EA Board Members

President:

Paul Grazzini

Air Quality Inspector II, In the Field

Vice-President:

Christopher Coelho

Air Quality Inspector II, In the Field

Treasurer:

Joseph Driste

Administrative Analyst, 4th Floor, Main Office

Corresponding Secretary:

Tina Landis

Administrative Analyst, 4th Floor, Main Office

Recording Secretary:

Christopher Rumm

AQ Instrument Specialist II, In the Field

Professional Stewards:

Kurt Malone

Senior AQ Meteorologist, 6th Floor, Main Office

Franklin Dickey

AQ Case Settlement Specialist

7th Floor, Main Office

Technical Stewards:

In-Field:

OPEN

In House:

John Foster

Air Quality Specialist II, 4th Floor, Main Office

Inspection Stewards:

Arnold Argao

Air Quality Inspector II, In the Field

Patricia Barnes

Air Quality Inspector II, In the Field

Clerical Steward:

Ruby World

Accounting Assistant II, 4th Floor, Main Office

BAAQMD

Employees Association

P.O. Box 420434

San Francisco, CA 94142

Email: info@eavoiced.org

Meet & Confer Team:

Robert Cave (Captain)

Senior Air Quality Specialist

Paul Grazzini

Air Quality Inspector II

Christopher Coelho

Air Quality Inspector II

Will Saltz

Air Quality Specialist II

Michael Wall

Supervising Air Quality Specialist

Derek Klein

Programmer Analyst II

Tina McRee

Supervising Air Quality Specialist

Kurt Malone

Senior AQ Meteorologist

Ruby World

Accounting Assistant II

Business Agent:

Will Saltz

Air Quality Specialist II

Current Committees:

Safety Committee EA's Reps:

Joseph Driste & Ron Pilkington

Social Committee Leader:

Sheryl Wallace

By-Laws Committee Leader:

John Foster

Finance Committee Leader:

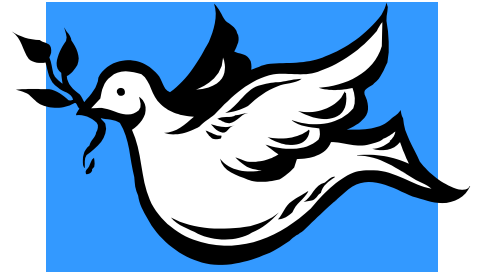
Joseph Driste

EA Voice Editor:

Ruby World

Archive Committee Leader:

Chris Coelho



Ask

for EA Representation
if You Suspect Disciplinary
Action During a Meeting
with Your Manager...
It's Your Right!

Your EA Steward can
accompany you into any
meeting with the District
that could led to discipli-
nary action but you must
speak-up before or during
the meeting:

**ASK FOR YOUR
STEWARD!**

To learn more, please refer
to the MOU, EAVoice.org
and/or Google the
Weingarten Act.

When in doubt, contact
your Steward or the EA
President/
Vice Presi-
dent
ASAP.



www.eavoiced.org