

## Classification Committee Meeting

February 2014

Members Present: Dawn McCulley, Mario Mena, Matt Kay, Rose Greeff

Guests: Nancy Kobata, Phil Sacksteder, Vera Flores

Not present: Staff assigned; Lori Williams (excused).

The Committee met February 22nd at the Holiday Inn Capital Plaza, Sacramento. This meeting was held in conjunction with the Bargaining Unit Council meetings.

Since the committee had no Chair and the Vice Chair was absent, Nancy Kobata volunteered to help the committee elect a new Chair and Vice Chair. The committee elected Lori Williams as Chair and Matt Kay as Vice Chair.

Sharon Cunningham and Mike Chavez, BUC 5 Chair and Vice Chair, attended our meeting with two represented staff members from BU 5 to discuss the laborer and window washer classifications. They asked for our assistance in getting job descriptions from the campuses, since there is a potentially wide disparity between campuses as to the duties of laborers and window washers. We agreed to contact the chapters to ask for copies of the job descriptions for represented staff in these two classifications.

The committee recommended to:

- Move the committee meetings to the same dates as the Board of Directors meetings.
- Get a staff assigned to our committee from the new Executive Director, Brian Lee.
- Get an updated Classifier manual.
- Remind the BUCs that the committee should be given copies of classifications under review.

In the afternoon the committee split to meet with all of the individual BUCs to address any classification issues in each bargaining unit.

Special thanks to Nancy Kobata, former Chair of the Committee, for helping guide us along – her dedication and assistance are greatly appreciated!

Respectfully Submitted,

Matthew Kay