



Classified Unit Business Support Senate Meeting Minutes – February 10, 2021 Meeting via Zoom

CUBSS CUBE Members

Roxanne Braswell, Stacey Cederquist, Barry Jager, Michelle Fey, Donna Marr, Tina Martinez, Susan Wise

Attendees

Shayleen Ahman, ~~Trisha Allen~~, Debra Arnold-Haro, Wynona Byrom, ~~Debbie Cobb~~, ~~Shawna Cook~~, Tiffany Cooper, Shareen Crosby, Michelle Fey, Kelly Fourchy, Katie Froman, ~~Josie Gallegos~~, Jeanette Garcia, Kristi Gilbert, Shelly Gingold, Debby Gossett, Andrew Hendricks, Debbie Hunt, Amy Kraft, Katie Leal, ~~Lisa Levatino~~, Heidi Lynn, Nancy Majors, Penny Manes, Cyndi Massa, ~~Janelle McDonald~~, Karen Nelson, ~~Dawni Pusch~~, Angela Perez, Melinda Reyes, Jenny Righetti, Rebecca Rodriguez, Sandy Sanchez, Sara Sanchez, Ranae Sandoval, Teri Smart, Nancy Sternfels, Lisa Strong, Sonna Swiderski, Janis Tatum, ~~Tam Tran~~

Welcome and Introduction – Barry welcomed the group at 2:00pm.

Minutes – Minutes were approved as written.

Governor's Budget Update – Michael Johnston

Our budget is built off the Governor's Budget that is presented in January. Many were happily surprised with the numbers we heard at the Governor's January Budget Proposal. Surprisingly with many job losses and the loss of tax revenue, California is doing amazingly well. Right now, we have a projection of a 3.84% COLA for our District. Of the 75% of the revenues we get, we use this fund of which equals 15 million dollars to us. We must consider costs such as Special Ed growth, pension plans and other costs of moving this system forward. We have ongoing costs of \$7.3 million and this gives us an almost 8 million surplus. We also have an ongoing surplus of \$13 million dollars in our budget due to the cuts we made last year when initially faced with COVID-19. We are projecting more money coming in than what we are spending. There are talks that are ongoing, program needs, COVID-19, salary costs, health benefits costs, etc. We are now having conversations about whether we will bring back anything from the costs that we cut from this school year. We gave a lot of support to our Child Development fund this year as previously this fund was self-sustaining. What we are going to share with ECC next week is that we have a strong budget, and we will begin to discuss next steps.

May 15 will be the Governor's May Revise. Until then we will talk about budget and talk with our Board and employee groups. There is lots of heavy lifting from now until June. Please review the presentation that was given to the Board on February 3rd.

Question – How will the additional funds possibly change the current changes we are looking at for Benefits?

Answer – It is still a conversation that will continue to happen with our employee groups as to how we want to manage those funds. We have to take consideration how we want to apply these funds to best benefit our employees.

Barry – This is a very important process, and we are looking at all value-added opportunities to process, discuss and allow for conversations.

Shareen – MiCare and Vaccine Updates

We have a vaccine committee that is currently having discussions regarding the COVID-19 vaccine. We have purchased equipment, submitted an application, and received training that will allow us to distribute vaccines to our employees. We are looking at the guidelines and school districts will be up next for vaccines. SPOC is working with us to help identify our retirees to get them vaccines. We have vaccinated 600-650 employees so far who are currently working with our students. Look for a recap email from Norm after the vaccine meeting this afternoon.

Barry – MiCare has made sure we are ready to be a vaccine hub for our employees. We will have all of the items in place ready to go for when we receive the vaccine. We have also developed our contract tracing process and the COVID-19 prevention plan. We also have a workplace exposure plan.

Shareen – We are in line with the OSHA guidelines and MiCare has stepped up to the plate. Right now, if you have an exposure, we want to make sure we follow guidelines with spraying of offices. If we have three outbreaks in a building within two weeks, we have to offer our employees testing for up to a month. MiCare has even hired additional staff to help with the testing.

Roxanne – We have three communication letters currently available. Letter A goes to our employees who have had a positive test result. Letter B goes out to people who are identified by our nursing services who had close contact with a positive person. Letter C goes out to

people who might be in the same building/location as someone who has tested positive. Now we have a communication O for outbreaks in our buildings. This communication would be sent out in the event of an outbreak. Communication O will include a link to a form to fill out if you want to be tested by MiCare.

EBC had a meeting last night and one more currently scheduled. We have two pharmacy options that we voted in to save money, but we have more work to do. We want to have the least amount of disruption to our staff. A two-year claims analysis between our existing network and the Tandem PPO network showed only a 1% disruption for inpatient, 11% for outpatient and 11% for physicians but a \$1.3M savings annually. We are helping our employees to determine those who are affected. The next meeting is March 9th, and we should take a vote if everyone is ready at that time. Additional directories are on the EBC SharePoint which we can share out after this meeting.

Barry – This information needs to be shared with our staff along with the updates. Let's capture to share all communication.

CUBE Executive Member Report - Michelle Fey

We are sending out lots of updates and we are busy with our students coming back to our campus. It is very exciting to get to see our students coming back to school. Kindergarten registration is around the corner. Our registrars are superstars this year with the many schedule changes. I have many meetings that I am attending as a representative for CUBSS and I share this information out with you. Please continue to share this information with our sites and departments. Thank you to all of you that share this valuable information.

Business Support Timeline - Melissa Manion

Looking at our communication timeline for postings and interviews, and we are starting to see some classified postings. Our process includes not holding up postings but we will post as needed. Everything is always posted on EdJoin and we list for a minimum 5 business days to allow everyone time to apply for these positions. Our positions are posted inside only with a rare exception for a few positions that might go outside. We try to grow our own and promote from within. Grades 112 and below will be posted as needed. Immediate backfill for current school calendar year will be posted as needed. Testing is done in HR for positions grade 115 and above, only the top 2-3 candidates. Contact Tina in HR to assist with testing which can be set up according to what types of testing you need. We have a spreadsheet in HR that includes all open positions, and you can always call go inquire about this information. This document will be added to our folder for this meeting.

Barry – We want to make sure our schools run smoothly so we will post positions as needed if it requires a backfill mid-year

COVID Updates – Barry Jager

Looking at the County metrics and weekly updates, we currently have a case rate of 30.3 which is down 45.7 from January 12. These numbers impact our students returning to campus. We want to get into the red, orange, and yellow groups. Social distancing and mask wearing is required at our sites and departments. We want to make sure you have what you need, and we are hopeful this trend continues. Right now, our grades 7-12 are working to determine all needs so they are ready for when students get back on campus. With our secondary sites we have many variables to consider as the students move from room to room throughout our sites. We want to get better of taking care of staff members. We did get late breaking news last Wednesday in regard to our schools that impacts conversations with our Board, parents and government officials.

Our safety plans are all posted on our District website, and they mirror our return to school safety plan.

Surveillance testing continues with Family Health Care Network who is providing the surveillance testing for us. Next Monday we have additional testing at the VMS stadium parking lot. We are listening to our employee groups and are extending this testing from work hours to after work hours. We are in phase two of this testing and we will begin phase three in March.

Climate Assessment QIT meetings are happening and they are discussing the best way to capture the data from our staff members. We want information to go in a logical order and it will continue to be anonymous. We are looking to launch the Climate Assessment later in the spring.

ECC will be meeting and Classified longevity questions will continue to be on the table for discussion.

The calendar committee will meet in the next few weeks and we will be looking at 22-23 school calendar.

Tina Martinez
Executive Assistant, Human Resources