AFT College Staff Guild, Local 1521A

Executive Board Meeting Agenda
Hybrid: Harbor College
Thursday, May 08, 2025 • 3:00 pm – 6:00 pm

1. **Call to Order** (2 minutes)
2. **Flag Salute** (2 minutes)
3. **Meeting Protocols** (2 minutes)
4. **Approval of Agenda** (5 minutes)
5. **Approval of Minutes** (5 minutes)
6. **Action Items** (15 minutes)
    a. Union Leadership Institute – June 8-13, 2025
    b. CFT Summer School – June 24-27, 2025
    c. July – August Executive Board (Block Out Dates)
    d. AFT 1521A Projected Budget Fiscal Year 25/26
        i. Credit Card Policy
        ii. Cell Phone Reimbursement Policies
        iii. Financial Control Guidelines
        iv. Business Expense Policy
    e. Closed Session: Internal Review

7. **New Business**
    a. Profit & Loss Statement – April 2025
    b. AFT Secretary-Treasurer Fedrick Ingram – AFT 1521A Audit
8. **Old Business** (8 minutes)
    a. Classified Rising: Unifying Campaign
    b. Accretion of Classifications – March 18, 2025
    c. Velma Butler Settlement Agreement – May 8, 2025
9. **Chapter Report** (15 minutes)

☒ City	☒ District	☒ East	☐ Harbor	☒ Mission
☒ Pierce	☒ Southwest	☐ Trade-Tech	☒ Valley	☒ West
☒ Retiree				

10. **Executive Director Report** (10 minutes)
11. **Affiliate Reports** (15 minutes)
    a. L.A. County Federation Labor Delegate
    b. Activities Coordinator
    c. Health and Wellness Coordinator
    d. Employee Equal Opportunity (EEO)
    e. COPE – Political Coordinator
    f. CFT Council Participation and Retiree Representation
12. **Committee Reports** (15 minutes)
    a. Elections Committee
    b. Financial Oversight Committee
        i. Stipend Committee
13. **Officers' Reports** (30 minutes)
    a. President
    b. 1st Vice President
    c. 2nd Vice President
    d. Treasurer
    e. Recording Secretary
    f. Grievance Secretary
14. **Conference/Convention/Training Reports** (5 minutes)
    a. CFT Delegate Convention: March 14-16, 2025
    b. PSRP Conference April 4-6, 2025
    c. CFT Leadership Training June 24-27, 2025
15. **Adjournment**

Next Executive Board Meeting:
Thursday, June 12, 2025, Mission College

American Federation of Teachers College Staff Guild Local 1521A, AFL-CIO

Representing the clerical and technical professionals of the Los Angeles Community College District

3356 Barham Blvd
Los Angeles, CA 90068
(213) 341-1533

Staff Guild

Andrea Edwards
President

Jo-Ann Haywood
Interim First Vice President

Sergio Becerra
Interim Second Vice President

James “Phillip” Highley
Treasurer

Melinda Ung
Recording Secretary

Troy L. Pierce
Grievance Secretary

Dashiel Johnson
Executive Director

Minutes

AFT College Staff Guild, Local 1521A

Executive Board Meeting Minutes
Thursday, April 10, 2025 – Hybrid: Valley College

Members Present: C. Ahorro; C. Baugher; S. Beccera; A. Campbell; S. Carter; M. Castillo; C. Dagdagan; K. Davillier; D. Douglas; T. Dunham-Frost; A. Edwards; V. Enriquez; C. Flores; M. Griggs; J. Haywood; J. Haywood-Daley; J. Highley; L. Hunter; M. Ingram; A. LaBrune; C. Laughlin; W. Madrigal; M. Medina; M. Montanez; G. Moreno; D. Morrissette; N. Muro; L. Narkevicius; R. Nwaogu; K. Ornelas; T. Pierce; M. Polin; E. Pope Austin; J. Ramirez; A. Ramirez; K. Roberts; C. Smith; R. Smith-Kersaint; J. Sovereign; M. Ung; R. Ventura; R. Villalobos; R. Villanueva; E. Villavicencio; C. Walker; P. Williams; L. Wood

Retiree Present: M. Romo; D. Santoianni;

Guests: D. Johnson; M. Bergquist; Y. Campos; N. Embrey; M. Figueroa; P. Jhang; I. Tranner; K. Walker

Absent: A. Alvarez; T. Anderson; A. Clardy; A. De La Parra; L. Duffin; J. Estrada; O. Hernandez; A. Iniquez; Y. Kim; G. Mason; S. McDonald; L. Murphy; . ; A. Paz; C. Perez; D. Porras; J. Raines; F. Ramirez; D. Richarte; N. Shtromberg; A. Vera; K. Williams;

1. Call to Order @ 3:20 p.m.
2. Flag Salute
3. Meeting Protocols
4. Approval of Agenda
    a. Motion to ammend agenda to add the Financial Oversight Committee report under Section 12B. (M/S/P— V. Enriquez; C. Baugher)
5. Approval of Minutes
    a. Minutes from the previous meeting were not available for approval. The March minutes will be included in the May packet.
6. Action Items
    a. Bush Gotlieb, Legal Bill
        i. Motion to approve payment of the legal bill, bill is attached in the meeting packet. (M/S/P— M. Grigg; A. Campbell)
    b. Activity Coordinator
        i. Holiday Budget Proposal – General Membership Meeting
            1. The presentation related to planning for the holiday party and the general membership meeting scheduled for June, noting the need for pre-planning and booking venues
            2. Motions to approve contingent upon the approval of the accountant. To move funds into the GL 5115 in order to have the funding necessary to secure venues for the 2025 membership meeting, Holiday party, and Labor Day Parade. (M/S/P—C. Baugher; T. Dunham-Frost)
7. New Business
    a. Profit & Loss Statement – March 2025
        i. President Edwards presented Balance Sheet in meeting.
    b. CPA Accountant – Raffi G. Kurkjian
        i. President Edwards reported on financial updates from CPA Raffi Kurkjian.
        ii. The CPA is working to resolve discrepancies in financial coding and match unrecorded entries to bank statements from prior years, specifically 2014 and 2019.
        iii. Key priorities include filing taxes on time (by April 20) and correcting codification errors. CPA recommends regular Profit & Loss and Balance Sheet reports moving forward.
        iv. The CPA is working in collaboration with Treasurer Phil, who handles scanning and archiving of key financial documents. This process provides necessary checks and balances.
        v. Financial procedures and GL use are being updated and clarified through staff training.
        vi. CPA will present to the general membership once cleanup is complete and may join a future E-Board meeting.

8. Old Business
    a. Classified Rising: Unifying Campaign
    b. Accretion of Classifications – March 27, 2025
        i. The discussion focused primarily on the accretion of the Classified Management Association (CMA) members into the union, AFT 1521a.
        ii. CMA members met with the union and expressed strong interest in joining AFT 1521a.
        iii. CMA members expressed enthusiasm about joining AFT 1521a but are currently unable to pay dues due to SAP system limitations.
        iv. Members asked about timelines, salary comparisons, and benefits.
        v. We highlighted MOS certification, education differentials, and advancement opportunities.
        vi. Some CMA members are considering SEIU 721 due to its longevity scale, but accretion into AFT 1521a may help strengthen negotiations to improve 1521a's scale.
        vii. Accretion brings increased membership, dues, and valuable institutional knowledge.
        viii. AFT 1521a respects those who chose other paths and values the ongoing transition.
9. Chapter Report
    a. Mission's report was submited but was not noted in agenda.
    b. Concerns raised about supplanting, with non-classified employees performing classified work.
    c. Emphasis on the need for improved data collection and enforcement of contractual rights, including access to Instructional Service Agreements (ISAs) from the district.
    d. Importance of ongoing training for union representatives and members was stressed.
    e. Highlighted the dual challenge of holding the district accountable while strengthening internal union processes and member engagement.
    f. President Edwards emphisized the importance of improving internal communication and organization, with suggestions to use tools like SharePoint for information sharing and archiving.
10. Executive Director Report
    a. Provided update on union organizing efforts and operations.
    b. Emphasized the importance of building a strong Contract Action Team ahead of next year's contract expiration.
    c. Shared that member involvement data is being gathered through surveys.
    d. Announced a membership drive phone bank scheduled for May 16th.
    e. Noted ongoing work on the Operations Manual to document union procedures.
    f. Informed the board that one staff member is currently on FMLA leave.
    g. Encouraged board members to promote upcoming events and workshops to boost member engagement.
11. Affiliate Reports
    a. L.A. County Federation Labor Delegate: D. Morrissette and M. Romo, currently serve as delegates to the Los Angeles County Federation of Labor. Noted that additional delegate slots are available to be filled. They also consider soliciting theme suggestions from members for the upcoming Labor Day parade.
    b. Activities Coordinator
    c. Health and Wellness Coordinator: K. Walker, presented a new partnership with Fremont University to provide wellness opportunities for AFT members. Announced the upcoming launch of an "Understanding Money" course and a retirement workshop scheduled for April and May.
    d. Employee Equal Opportunity (EEO)
    e. COPE – Political Coordinator: S. Beccera reported that the committee, currently consisting of Dash, Sunny, and himself are working on setting dates for COPE training in June and July to educate members about COPE and active involvement.
    f. CFT Council Participation and Retiree Representation
12. Committee Reports
    a. Elections Committee:
        i. Report presented by M. Bergquist. Chapter election process is underway with a slate of candidates; progress is being made. Candidate forums are being planned for two, possibly three, local chapters. Los Angeles Mission College, ELAC, and Pierce have

expressed interest in hosting forums. Responses are still pending from Trade Tech and other campuses; participation in forums is optional.
   ii. Forums aim to give candidates an opportunity to be seen and heard by their local membership. Confirmed candidate forum dates: April 18th – Los Angeles Mission College, April 23rd – ELAC, Trade Tech forum possible depending on candidate responses. Candidate advisories and Zoom links will be sent in advance of the forums.
   iii. Electronic ballots for chapter elections will be issued on May 7th.
   iv. For special elections, the committee is awaiting guidance from the Constitution Affairs Committee.
   v. Inquiry made about amending the Constitution to allow electronic special elections, potentially saving approximately $11,000.

b. Financial Oversight Committee:
   i. Report presented by V. Enriquez. She mentioned that she will be reporting out as a proxy for Lupita the chair of this committee.
   ii. The committee has met several times and is currently working on the budget for the upcoming fiscal year.
   iii. Target date for presenting the proposed budget is the May Executive Board meeting.
   iv. Revisions have been made to the credit card policy, expense report policies, and regulations on allowable expenses.
   v. Revised policies have been submitted to legal for review.
   vi. The committee is also updating procedures for stipend disbursement to Executive Board members who submit required reports.
   vii. A detailed update on the budget, policies, and stipends is expected at the May meeting.

13. Officers Reports
   a. Motion to extend the meeting by 15 minutes. (M/S/P— A. Campbell; S. Beccera)
   b. Presidents
      i. Proposed areas of concern: Currently reviewing salary studies, job specifications, and assessing hiring practices, particularly regarding student service representatives, Student Support Service Coordinator, Dual Enrollment Program, Admissions & Records Assistant, Bilingual Differential, Instructor Special ssignment & Consulting, Athletic Trainers, Surplanting Unit 1 Duties.
      ii. The need to gather data on where members are being placed, potentially through a survey, because the district and PC are requesting data.
      iii. Emphisized the importance of members submitting incident forms detailing their unique experiences so the union has data to argue points. Without reports, the union cannot argue effectively for members.
      iv. Acknowledged and thanked S. McDonald for addressing a contractual violation at Pierce College. The issue involved members being instructed to use quota time or work from home during power outages, in violation of Article 12.3 of the contract. President Edwards sent an email stating the union would file a campus-wide grievance and work to ensure that any quota time used would be returned to affected members.
   c. 1st Vice President
      i. Report submitted, included a link to Budget and Finance Committee and the Facilities Master Plan Committee in packet. Reminded members to make sure that you do your job, take your appropriate breaks, clock out when you shift is over.
   d. 2nd Vice President
      i. Report submitted, mentioned earlier that he's currenlty in the COPE Committee. Moving forward we'll be sending out surveys to send to members. He has been actively doing campus visits. Emphisized that his role is to meet with chapter officers, gather information and bring to other officers to collectively find solutions to help our union.
   e. Treasurer
      i. Reported on providing assistance to the Finance Committee, specifically regarding analyzing policy, "tightening things up," and copying documents into QuickBooks. Setting up real time spreadsheets for chapter chair.

f. Grievance Secreatary
    i. Working on Step 2 and Step 3 greivances with the Vice Changellor. When we fight we win, but we do not like to fight.
    ii. We need to educate administration to understand our contract and ED Code. It's the law and our contract trumpts all language.
g. Recording Secretary—Report Submitted.

14. Conference/Convention/Training Reports
15. Meeting Adjourned at 6:15 pm

Respectfully submitted by:
Melinda Ung, Recording Secretary

Action Items

Education | Healthcare | Public Services

Union Leadership Institute

Education
Healthcare
Public Services

ILR School

AFT/Cornell Intensive Collective Bargaining Training

To help build union leaders build their proficiency and skills for negotiating collective bargaining agreements, the AFT has partnered with Cornell University's School of Industrial and Labor Relations and its Scheinman Institute on Conflict Resolution to offer intensive training on the contract negotiating process. We offer an intensive five-day collective bargaining course for local union bargaining teams.

This Intensive Five-Day Collective Bargaining Training helps participants:

- Understand the power of collective bargaining to achieve many union goals, not just contract goals.
- Develop negotiation skills for all bargaining contexts—competitive, collaborative, hostile and hopeful.
- Understand how to build power and leverage power.
- Develop an initial plan for your contract campaigns and bargaining strategy back home.
- Build increased confidence in your competence as a bargainer.
- Understand the multiple social identities we bring and why they matter to the process and the outcome of bargaining.
- Practice with tools and skills in a coached, active and safe environment.
- Develop a network for support and continued learning.

2025 Intensive:

- Date: June 8-13, 2025
- Location: Washington, DC
- To register: https://www.surveymonkey.com/r/6LDWTCK

If you have any questions, please email uli_support@aft.org.

For more information about the AFT/Cornell Collective Bargaining Program please visit:
https://aftelearning.org/community/collective-bargaining-community

CFT A Union of Educators & Classified Professionals

Union Summer School 2025

We look forward to seeing you!

Training | June 24, 2025 - 10:00am - June 27, 2025 - 1:00pm | Training Department

Union Summer School will be held June 24-June 27, 2025 at the Sheraton Universal Hotel, Universal City. Please register by Friday, May 30th.

The Union Summer School program is geared for emerging and veteran local leaders who want to take their skills to the next level. The week-long event is filled with rigorous workshops, motivated and skilled trainers, and applied learning. There is also the opportunity to share best practices with local leaders from across the state and to find inspiration in one another's work.

Union Summer School equips local leaders with the powerful skills to organize successful campaigns to build high-quality public education, involve members in union activities, and establish excellent representation and collective bargaining programs.

Registration +

Register by Friday, May 30th:

Register Here!



Accommodations +

- Residential participants will be housed at the Sheraton Universal Hotel.
- You may choose between a shared double occupancy room ($750) or a single occupancy room ($1000).

- If you prefer a double occupancy (shared room) and would like to share with a specific participant, you will be asked to provide the person's name. If you do not specify, CFT will assign rooming.

Childcare +

- If you believe you will need childcare please email Crystal Drake with the number of children and ages.

Course Offerings −

The CFT is offering five comprehensive courses to strengthen your union-building skills. This unique residential program includes evening group work. Participants are expected to participate for the full duration of the course.

Crash Course for New Presidents & Leaders



This course is designed for local presidents &/or leaders elected within the last two years, and those wanting a refresher course. We will cover the basic knowledge you need as an AFT local president, provide participatory training on useful leadership skills, and allow you to share best practices and challenges leader-to-leader.

Who should attend? Current local union presidents or new leaders who will be seated during 2024. This course is also open to new executive board members and new executive directors.

Topics covered include:

- How AFT, CFT, and your local union function together, what resources are available to help in your work, and what opportunities exist to participate in union governance bodies and events
- The legal requirements of running unions that every officer should know, including the Duty of Fair Representation, and best practices for addressing issues around membership and status changes
- How to make the most of your right to participate in new employee orientations
- How to plan and run effective meetings
- Best practices in communicating with your members and the public
- How to identify, recruit and develop other union leaders
- Networking with other local presidents to share experience and build support

Note: It is recommended that you bring a laptop or tablet, your local Constitution and Bylaws, and the most recent collective bargaining agreement with you to the course.

How to use DEI and Cultural Proficiency as an Asset in your Educational Community



This course is based on Diversity, Equity and Inclusion (DEI) practices and the Cultural Proficiency Framework and will allow you to put the framework into practice at your worksite. Cultural Proficiency is the policies and practices in an organization, or the values and behavior of an individual, that enable the person or institution to engage effectively with people and groups who are different from them. Cultural Proficiency is an inside out approach that influences how people relate to their colleagues, clients, and community. DEI and Cultural Proficiency is a lens for examining one's work and one's relationships in schools and worksites. At the end of the course, you will use the results from the project to prepare a final presentation describing how to apply your work to your organization.

Who should attend? Any members who would like to learn about DEI and cultural proficiency and how to implement the practices at their worksite.

Topics covered include:

- Knowledgeable and competent in cultural competence practices
- Able to recognize differences between people and acknowledge that these differences are valued as an asset in our school communities
- Enhance organizational culture in your team and local
- Recognize unconscious bias and how it affects the way that people perceive and react to others
- Understand the dimensions of diversity that matter most in organizations and why
- Assess stereotypes and prejudices that may influence behavior in work groups and learn methods to improve the psychological safety of all employees
- Able to implement concepts into an actionable project at your worksite

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Building Local Union Power Through Organizing and Member Engagement



Internal organizing is the foundation of a strong union. With a focus on having high membership and engaged members, the course will cover issue organizing and the work needed to build a powerful local union. Participants discuss concrete ways to build an effective

communication network at the worksite so that members are informed about and involved in union activities. We hope that participants will leave this session ready to inspire and motivate their colleagues to get involved in the union. *This workshop is open to all but, it's also the track for participants receiving the organizing grant.

Topics covered include:

- Our Ability to Achieve Gains
- Who Is A Leader
- Establishing A Communication Network
- One-One Conversations To Involve Members in The Union
- Welcoming New Employees & Asking Them To Join the Union
- Checklist for a Well Organized Worksite
- Putting It Into Action

Winning the Best Contract — Collective Bargaining & Contract Campaigns



Collective bargaining is at the heart of union organizing. When workers act together we have a better chance of achieving gains for our families and our students. This simulation-based course will focus on the basic strategies, best practices, and skills necessary to ensure that your local union is in a good position to negotiate the best contract possible.

Who should attend? New chief negotiators and new bargaining team members, or those with just a few years of experience. Veteran bargaining team members who want to refresh their basic skills and expand member involvement in their union's effort to win a great contract are also welcome.

Topics covered include:

- Explain the overall role of the union and the purpose of collective bargaining
- Organize members and expand membership in the effort to win a great contract
- Describe the role of worksite leaders in strengthening the union's effort to win a great contract
- Utilize surveys to generate bargaining proposals and engage your members
- Describe the basic legal rights connected to collective bargaining
- Work effectively as a bargaining team
- Act strategically at the table in different stages of bargaining

- Cost out basic proposals
- Plan a campaign that builds member involvement and community support

Note: A laptop or tablet will be helpful for some work in this course. If you do not have access to one, the course will work in teams and computers will be shared.

Universal Design for Learning: Everyone Learns Differently

This workshop is co-sponsored by the EC/TK-12 Division Council. There will be special reduced pricing and candidates will be reviewed before admittance into the workshop. Pre-reading, homework, and site-based application required. This course is a reduced price of $700 for single occupancy; $500 for local commuters' rate.

Dates and Times (all PST)

- Virtual: June 17, 4:00 pm -7:00 pm
- June 24 10:00 am – 12:00 pm; 2:00 pm – 5:00 pm
- June 25 9:00 am – 12:00 pm; 1:00 pm – 2:00 pm (end of FEPL requirement)
- June 25 2:30 PM – 5:00 PM (Begin UDL)
- June 26, 9:00 am – 5:00 pm
- June 27, 9:00 am – 12:00 pm
- TBD – 1 ¼ hour virtual coaching follow-up in early fall with assigned course facilitator Description

FEPL Description*

A grave misconception about conducting professional development sessions is the belief that knowing the content is all that matters. Knowing the content is essential, but the success of any training hinges on its delivery. The AFT's course Facilitating Equity-Based Professional Learning (FEPL) is structured to facilitate the knowledge and skills of anyone who would like to support adult learners, increase member engagement in their local union, and build collaborative structures to support professional learning within their local community. *Facilitating equity-based professional learning is a mandatory prerequisite for all AFT Train-the-Trainer Professional Learning Courses.

In FEPL, participants will learn the following:

- The historical context of the AFT Professional Learning and Member Engagement Program.
- What an effective facilitator should know and be able to do.
- Equity-based strategies for working with adult learners.

- Tools to support a successful local professional development program.

UDL Description

Harness the power of inclusive teaching in this dynamic, interactive course designed to help educators reach and support every learner. Through the lens of Universal Design for Learning (UDL)—grounded in insights from cognitive neuroscience—participants will explore how learner variability can be viewed as a strength, not a challenge, and as the foundation for understanding and addressing individual learning needs. Educators will learn to identify and reduce barriers within the learning environment, instructional methods, materials, and assessments, and to design student-centered lessons that are not only accessible but also engaging and empowering for all. Whether you're new to UDL or looking to deepen your practice, this course will equip you with the tools and mindset needed to design for equity, flexibility, and success.

In UDL Train-the-Trainers, participants will be able to:

- Use learner variability as a way to understand and address individual students' learning needs;
- Apply principles of Universal Design to reduce barriers for students in the school environment, assessments, methods, and materials; and,
- Create student-centered lesson plans and learning experiences using the Universal Design Framework and Guidelines.
- Graduate Credit – Available through Trinity College in DC.

If you have any questions regarding this workshop please reach out to Steve McDougall.

Fee Payment



- The registration fee is $750 for a double occupancy room and $1000 for a single occupancy room. The fee covers lodging, meals, tuition, and course materials. Participants or local unions are responsible for transportation costs.
- There is also a commuter rate of $500 that includes the cost of meals, tuition, and course materials. The commuter rate is only for individuals living in or around Universal City.
- Fee for Universal Design for Learning: Everyone Learns Differently workshop is $700 for single occupancy.
- You or your local will be required to pay the registration fee. Local unions may pay for multiple attendees at once.

- **Check payments can be mailed here:**
  CFT
  2775 N Ventura Rd, Suite 204
  Oxnard, CA 93036
  Attn: Crystal Drake
- **Online payment:** Please **click here** to pay your fees online.
- **Cancellation policy**: Refund requests received after **May 31** will not be granted.
- **Deadline:** The deadline to pay registration fees is **May 24.**

Getting There +

If you are arriving by car

- Set your driving directions to 333 Universal Hollywood Dr, Universal City, CA 91608.
- Parking information coming soon.

If you are arriving by plane

- Burbank Airport (BUR) is about 6 miles away.
- Los Angeles Airport (LAX) is about 27 miles away.

Program +

Social media

- Follow us and tag us at **@CFTunion** on Twitter, Instagram and Facebook
- Use the hashtags **#cftsummerschool #IamCFT #CFTleaders**

Schedule At-A-Glance −

Tuesday, June 24

10 am Registration opens
12:00 pm Lunch
1 pm Opening Session
2 pm Classes begin
6 pm Dinner

Wednesday, June 25

9 am Class
12 pm Lunch
1 pm Class
6 pm Dinner

Thursday, June 26

9 am Class
12 pm Lunch
1 pm Class
6:00 pm Dinner

Friday, June 28

9 am Class
12 pm Program concludes
12 pm Lunch

Scholarships +

2025 Scholarship Application



- If you have any questions, please email Crystal Drake or phone the CFT Ventura County office at 805-485-5861.
- Scholarships cover lodging (double occupancy), meals, and tuition, but do not include the cost of transportation.

AFT College Staff Guild
Budget for 2024/2025

			Approved Budget 2023-2024	Actuals 2023-2024 as of 4/30/24	Proposed Budget 2024-2025
Income					
	4005	Dues	1,485,581.45	974,916.93	1,500,000.00
	4006	Dues-COPE			
	4105	Affiliate Funding	102,663.92		108,347.00
	4301	Voluntary Contributions	-		-
	4755	Retiree Dues	1,000.00		1,000.00
	4758	PIPE Grant from AFT	-		
Total Income			**1,589,245.37**	**974,916.93**	**1,609,347.00**
Expenses					
Building Expenses					
	5405	Custodial	5,550.00	-	5,550.00
	5415	Property Insurance	2,700.00	-	2,700.00
	5430	Repairs	2,000.00	-	2,000.00
	5435	Security	1,800.00	-	1,800.00
	5440	Trash Collection	1,800.00	-	1,800.00
	5445	Utilities	3,000.00	-	3,000.00
	5446	Gardening	400.00	-	400.00
	5447	Pest Control	400.00	-	400.00
	5448	Occupancy	10,000.00	-	10,000.00
		Total Building Expenses	**27,650.00**	**-**	**27,650.00**
Operational (*Staff Guild is to pay 17%)					
*	5005	Equipment	12,000.00	4,459.72	12,000.00
*	5010	Postage	7,100.00	-	2,500.00
	5015	Printing	10,000.00	-	5,000.00
*	5020	Building Supplies	6,000.00	334.99	6,000.00
	5021	Office Supplies	10,000.00	2,696.35	10,000.00
*	5025	Telephone	5,500.00	2,274.05	5,500.00
	5174	Staff Equipment	10,000.00	2,839.53	10,000.00
		Total Operational	**60,600.00**	**12,604.64**	**51,000.00**
Organizational					
	5105	Subtotal Chapters ($25/mem)	26,520.00	6,767.90	26,520.00
	5106	Holiday Chapter Mtg ($15/mem)	15,915.00	6,406.57	15,915.00
	5110	Conventions	70,000.00	3,314.76	40,000.00
	5111	Conferences	70,000.00	17,527.97	40,000.00
	5115	Good & Welfare	30,000.00	13,862.25	40,000.00
	5120	Sandra Lepore Scholarship	-	-	-
	5125	Meetings/Representation	50,000.00	10,998.57	25,000.00
	5135	Union Elections	15,000.00	12,983.74	15,000.00
	5140	Dues & Subs	3,500.00	1,115.65	3,500.00
	5155	Negotiations Fund	5,000.00	389.52	-
	5172	Leadership Training	40,000.00	12,426.88	25,000.00

	5175	Delores Huerta Institute	-	-	-
	5223	Retiree Organizational	3,000.00	-	3,000.00
		Total Organizational	**328,935.00**	**85,793.81**	**233,935.00**
Per Capitas					
	5205	AFT	141,996.36	119,752.86	147,600.00
	5210	CFL (paid with Per Caps)	9,702.00	8,199.10	11,000.00
	5215	CFT	334,266.72	286,912.78	393,000.00
	5216	AD&D Insurance	2,600.00	-	-
	5220	LACFL	11,000.00	8,013.91	12,000.00
		Total Per Caps	**499,565.08**	**422,878.65**	**563,600.00**
Personnel					
	5305	Salaries	210,962.00	148,568.31	347,529.00
	5306	Stipends	30,000.00	21,223.00	50,000.00
	5355	Payroll Taxes	77,821.00	47,029.51	86,000.00
	5360	Workers Compensation	3,500.00	21,187.23	4,000.00
	5365	Employee Benefits	115,000.00	84,063.42	126,000.00
	5370	Employee Expenses	500.00	-	500.00
	5375	Mileage	10,000.00	5,819.50	10,000.00
		Total Personnel	**447,783.00**	**327,890.97**	**624,029.00**
Services					
	5505	Accounting Services	20,000.00	-	10,000.00
	5515	Legal	80,000.00	106,888.24	100,000.00
	5525	Outside Audit	20,000.00	15,000.00	20,000.00
	5603	Transfer to COPE Account	-	-	-
		Total Services	**120,000.00**	**121,888.24**	**130,000.00**
	5951	COPE Expenses	-	200.00	
	66000	Payroll Expenses	5,000.00	3,920.00	5,000.00
	69800	Uncategorized Exoenses	-	-	
Total Expenses			**1,489,533.08**	**975,176.31**	**1,635,214.00**
Net Increase (Decrease)			**99,712.29**	**(259.38)**	**(25,867.00)**

AFT College Staff Guild
Chapter Budgets 2024 - 2025
(As of June 13, 2024)

Campus	#	Chapter Budget		Holiday Budget
LACC	124	$3,100.00		$1,860.00
ESC	80	$2,000.00		$1,200.00
ELAC	217	$5,425.00		$3,255.00
LAHC	61	$1,525.00		$915.00
LAMC	72	$1,800.00		$1,080.00
LAPC	127	$3,175.00		$1,905.00
LASC	49	$1,225.00		$735.00
LATTC	110	$2,750.00		$1,650.00
LAVC	113	$2,825.00		$1,695.00
WLAC	77	$1,925.00		$1,155.00
Totals	**1030**	**$25,750.00**		**$15,450.00**

AFT College Staff Guild
Budget for 2025/2026

			Approved Budget 2024-2025	Actuals 2024-2025 as of 4/30/25	Proposed Budget 2025-2026
Income					
	4005	Dues	1,500,000.00	1,006,414.13	1,500,000.00
	4006	Dues-COPE		8,023.75	
	4105	Affiliate Funding	108,347.00		108,000.00
	4301	Voluntary Contributions	-	247.50	-
	4755	Retiree Dues	1,000.00		1,000.00
	4705	Interest		43,869.28	20,000.00
	4758	PIPE Grant from AFT	-		
Total Income			**1,609,347.00**	**1,058,554.66**	**1,629,000.00**
Expenses					
Building Expenses					
	5405	Custodial	5,550.00	-	5,000.00
	5415	Property Insurance	2,700.00	-	2,700.00
	5430	Repairs	2,000.00	400.00	1,800.00
	5435	Security	1,800.00	-	1,600.00
	5440	Trash Collection	1,800.00	-	1,600.00
	5445	Utilities	3,000.00	716.22	2,500.00
	5446	Gardening	400.00	-	400.00
	5447	Pest Control	400.00	-	400.00
	5448	Occupancy	10,000.00	-	9,000.00
		Total Building Expenses	**27,650.00**	**1,116.22**	**25,000.00**
Operational (*Staff Guild is to pay 17%)					
	5000	Web Expenses	5,000.00	36,223.73	30,000.00
*	5005	Equipment	12,000.00	1,569.65	6,000.00
*	5010	Postage	2,500.00		1,100.00
	5015	Printing	5,000.00	-	5,000.00
*	5020	Building Supplies	6,000.00	387.83	6,000.00
	5021	Office Supplies	10,000.00	4,690.11	8,500.00
*	5025	Telephone	5,500.00	5,622.40	3,000.00
	5035	Accounting Consulting		6,452.50	36,000.00
	5174	Staff Equipment	10,000.00	761.05	6,000.00
		Total Operational	**51,000.00**	**19,483.54**	**71,600.00**
Organizational					
	5105	Subtotal Chapters ($25/mem)	26,520.00	5,169.54	26,725.00
	5106	Holiday Chapter Mtg ($15/mem)	15,915.00	8,033.96	16,035.00
	5110	Conventions	40,000.00	19,107.19	30,000.00
	5111	Conferences	40,000.00	16,261.71	30,000.00
	5115	Good & Welfare	40,000.00	30,809.13	31,640.00
	5120	Sandra Lepore Scholarship	-		
	5125	Meetings/Representation	25,000.00	4,843.39	15,000.00

	5135	Union Elections	15,000.00	511.20	15,000.00
	5140	Dues & Subs	3,500.00	1,415.50	1,500.00
	5155	Negotiations Fund			1,000.00
	5172	Leadership Training	25,000.00	20,483.23	40,000.00
	5175	Delores Huerta Institute	-	-	
	5223	Retiree Organizational	3,000.00	500.00	3,000.00
		Total Organizational	**233,935.00**	**107,134.85**	**209,900.00**
Per Capitas					
	5205	AFT	147,600.00	141,447.28	152,000.00
	5210	CFL (paid with Per Caps)	11,000.00	9,420.20	12,500.00
	5215	CFT	393,000.00	346,747.33	415,000.00
	5216	AD&D Insurance			
	5220	LACFL	12,000.00	862.40	12,500.00
		Total Per Caps	**563,600.00**	**498,477.21**	**592,000.00**
Personnel					
	5305	Salaries	347,529.00	200,639.33	355,000.00
	5306	Stipends	50,000.00	22,194.90	50,000.00
	5355	Payroll Taxes	86,000.00	11,912.72	40,000.00
	5360	Workers Compensation	4,000.00	1,283.85	4,000.00
	5365	Employee Benefits	126,000.00	92,726.16	126,000.00
	5370	Employee Expenses	500.00	178.82	500.00
	5375	Mileage	10,000.00	970.81	10,000.00
		Total Personnel	**624,029.00**	**329,906.59**	**585,500.00**
Services					
	5505	Accounting Services	10,000.00	1,875.00	5,000.00
	5515	Legal	100,000.00	113,216.62	115,000.00
	5525	Outside Audit	20,000.00		20,000.00
	5603	Transfer to COPE Account	-		
		Total Services	**130,000.00**	**115,091.62**	**140,000.00**
	5951	COPE Expenses	-	200.00	
	66000	Payroll Expenses	5,000.00	4,946.16	5,000.00
	69800	Uncategorized Exoenses	-		
Total Expenses			**1,635,214.00**	**1,076,356.19**	**1,629,000.00**
Net Increase (Decrease)			**(25,867.00)**	**(17,801.53)**	**-**

AFT College Staff Guild
Chapter Budgets 2025-2026
(As of June 13, 2024)

Campus	#	Chapter Budget		Holiday Budget
LACC	133	$3,325.00		$1,995.00
ESC	93	$2,325.00		$1,395.00
ELAC	212	$5,300.00		$3,180.00
LAHC	65	$1,625.00		$975.00
LAMC	75	$1,875.00		$1,125.00
LAPC	121	$3,025.00		$1,815.00
LASC	54	$1,350.00		$810.00
LATTC	119	$2,975.00		$1,785.00
LAVC	109	$2,725.00		$1,635.00
WLAC	88	$2,200.00		$1,320.00
Totals	**1069**	**$26,725.00**		**$16,035.00**

5-May Approved by Financial Oversight Committee
8-May Motioed to Executive Board

A Union of Professionals
Staff Guild
Local 1521A

AFT College Staff Guild Credit Card Expense Report Policy

AFT College Staff Guild Local 1521A credit cards will be issued to the following positions with an option to opt-out of receiving a card: President, First Vice President, and the Director.

Each person issued a credit card will sign the Staff Guild Credit Card agreement paperwork and adhere to the rules set fourth it that document.

Each card holder will prepare monthly purchase logs (see Director for proper form) with receipts and the credit card statement attached. Each log will then be sent to the director no later than the 1st Friday of the month.

In the event of a lost or missing receipt, the cardholder will fill out and submit the Lost Receipt form along with their monthly purchase log.

The Director will send each packet (purchase log, receipts, and credit card statement) to the Chair and Co-Chair of the Guilds Financial Committee. The Chair and Co-Chair will have 10 business days to review each log and either approve the packet or request more information from the credit card holder.

The card holder will have 5 business days to respond to an inquiry from the committee about a specific credit card purchase.

Once the packet from the cardholder is approved, the Director will send approved packets to the Staff Guild Treasurer for reconciliation and input into QuickBooks.

After the treasurer has processed all the cardholder packets, the Director will put together a file on the shared drive that includes the entire packet for each cardholder.

I _____ agree to this policy regarding monthly expense reports. I understand that failure to provide the expense report log, monthly statements, and documentation may result in purchases being questioned and/or denied.

_____ _____

Initials Date

A Union of Professionals
Staff Guild
Local 1521A

CREDIT CARD CARDHOLDER AGREEMENT

As a condition for receiving a credit card, the Cardholder must read the following information and verify acceptance with its terms and conditions.

The AFT 1521A College Staff Guild (1521A) Credit Card Number_____has been assigned to me. I hereby acknowledge that I, as the Cardholder, am responsible for the security of the card and for its appropriate use for District purchases. I further acknowledge the following:

1. My Approving Official is:_____.

2. My card has the following other restrictions:_____.

3. This card may only be used for official business and never for personal or other unauthorized purposes.

4. This card will not be provided for use to any other person. I am the only individual authorized to use the card.

5. I am responsible for the card's safekeeping. Fraudulent use of the card or lost or stolen cards must be reported immediately to RAMP and to my Approving Official.

6. I will be responsible for retaining original receipts for all transactions. I will reconcile charges appearing on my monthly Statement of Account on a timely basis. I will deliver my signed, approved Statement to my Approving Official within five (5) calendar days of receipt from the Bank.

7. I will promptly notify the vendor to resolve any disputed charges and complete a "Cardholder's Statement of Questioned Item" form to support this reported discrepancy.

8. Conflict of Interest - This card shall not be used for purchases where I, a relative or a friend have a personal or financial interest in the business of the vendor. I will refer any questions regarding conflicts of interest to my Approval Official.

9. I will retain copies of Statements of Account signed by me and my Approving Official and make them available for inspection and audit on demand.

10. Acknowledgement of Liability - I understand that I will be held personally liable to 1521A for any unauthorized purchases pursuant to AFT 1521A College Staff Guild Reimbursement Policies. I hereby consent to the deduction from my stipend of the cost of any unauthorized purchases made on my card and waive any rights I may have related to garnishments.

11. My Cardholder privileges may be suspended or canceled if any terms of this agreement are violated. If I leave my current position with 1521A, I shall cut the card in half and return it to my local Approving Official.

12. The 1521A "Credit Card Program Policies & Procedures" have been provided to me. I agree to abide by them.

Failure to follow the above terms and conditions and the Credit Card Program Policies and Procedures is cause for disciplinary action.

AGREED BY:

Officer Name Title Signature Date

WITNESS:

Approving Official Title Signature Date

CREDIT CARD PURCHASE LOG

AFT 1521A College Staff Guild

Instructions: Keep all receipts. Attach to the Purchase Log. Submit Purchase Log with receipts to the Approving Official with the Cardholder's Statement of Account. **Page _____of _____**

Cardholder _____ Month/Year _____

Title _____ Approving Official _____

Date	Acct No.	Description	Merchant Name	Method (phone, Internet)	Transaction Amount	Delivery Date	Comments
				Total			

I verify that all of the above-listed purchases were made for Union business within the Reimbursement Policies and Procedures.

_____ _____ _____ _____

Cardholder Signature **Date** **Approving Official** **Date**

A Union of Professionals
Staff Guild
Local 1521A

Cell Phone Reimbursement policy

AFT 1521A will reimburse it's elected Officers and Chapter representatives **up to** $50 per month for the use of personal cellphones for union business.

The officers will receive the monthly cell phone reimbursement after verification. The cellphone reimbursement shall be issued monthly upon submission of required documents, as described below.

The Chapter Chairs and Grievance Reps who choose to use their personal cell phones for union business will need to submit a request for reimbursement each month they choose to use the phone for union business. The reimbursement should be paid out monthly upon submission of required documents. Phone bills must be included and notated to prove that over 50% was for Union business.

Verification:

Each individual that seeks reimbursement for cell phone use shall provide a full copy of their cellphone bill. The phone bill shall include the individual's name on the bill for verification, or the individual must identify which phone number on the bill is used for union business.

Chapter Chairs and Grievance Reps shall submit phone bills with notations on union related phone calls and texts to prove that over 50% was for union usage.

The union office shall ensure that the reimbursement amount does not exceed the cell phone bill.

Understanding:

Individuals who choose to use their personal cell phone for union business and receive the cell phone reimbursement from the union, will voluntarily give access to their phones should the union have the need to conduct an investigation or a search. All texts, emails, phone logs reflecting Union business must be kept on the cell phone and not deleted.

A Union of Professionals
Staff Guild
Local 1521A

Financial Control Policy

I. March 10, 2025Budgeting

B. Responsibility

The treasurer, in collaboration with the Financial Oversight Committee, is responsible for preparing the next fiscal year's budget starting March of the current year.

The Chair of the Financial Oversight Committee recommends the budget to the Executive Board for approval by the May meeting

A. Fiscal Year

The fiscal year, July 1 through June 30, is the accounting year for the local.

C. Adoption

Executive Board will approve the budget to present to the membership at the June membership meeting.

D. Amending

The Executive Board shall have the authority to amend the budget as needed based upon the monthly Treasurer reports.

II. Financial Control Procedures

A. Reporting

The treasurer shall provide a written Profit/Loss Statement report and current bank balances on the finances at every Executive Board meeting, as well as the quarterly membership meeting. This report shall detail all budget items.

B. Audit and Review – An annual audit will be conducted by an independent CPA firm according to the AFT Constitution and Bylaws.

AFT affiliates with 1,000 but fewer than 2,500 members, excluding retirees, are required to submit to the AFT annually, and within six months of the close of the affiliate's fiscal year, an audit of its financial statements—in accordance with generally accepted auditing standards—by an independent CPA whose firm does not have responsibility for the affiliate's regular bookkeeping or for preparation of its routine financial statements. The audit or the review must be prepared in accordance with generally accepted accounting principles. Appended to the audit or the review submission must be a letter signed by the affiliate's principal officer and at least one other elected general officer certifying that the audit or the review has been presented at a specified regular or special meeting of the affiliate's governing body and published and made available to the members.

The Finance Oversight Committee, shall review all expenditures/reimbursements of the local every six (6) months. Review of the local's financial documents shall be available for review by any member in good standing. Members who wish to review financial documents, may do so with an appointment and a notice of which documents they wish to review. The availability of appointments will be at the

discretion of the officers and shall not hinder the regular operations of the local.

C. Cash Control

All checks disbursed by the local must have two signatures. All checks shall be signed manually after the check has been issued. All bank accounts, including savings, money market accounts and certificates of deposit, shall be dual signature accounts.

All bank transactions must be reconciled monthly to the bank statements and any discrepancies resolved. The bank statement must be sent directly to the local office. The local president shall review the statement and cancelled checks.

All blank checks shall be secured with access limited to those who are the signatories to the account.

All checks will be Void after 180 days if uncashed.

The local shall not maintain petty cash.

Checks shall always be made payable to an individual or vendor. Never write checks to “Cash”.

D. Invoices and Reimbursements Requests

Documentation is necessary before the payment of any bills. No checks shall be prepared based on verbal authority. Documentation shall be in the form of invoices or reimbursement request. Some expenses, such as rent, will not be billed monthly. There is however, documentation for this type of expense in the form of leases and other agreements. (See Reimbursement Policy for needed documentation for reimbursements.)

All reimbursement requests and invoices must be properly authorized by 2 parties. The president and treasurer shall have the responsibility for approving the requests for payment. In the absence of either the President or Treasurer, the Executive Director shall be one of the 2 approvers.

Reimbursement requests and invoices shall be checked for mathematical accuracy by the requesting and approving parties. Payment shall not be made until after merchandise has been received, whenever possible.

Only original invoices shall be used to support disbursements. Once paid, the invoices and supporting documents shall be attached to a photocopy of the check indicating payment has been made in order to avoid duplicate payments.

E. Cash Receipts

Deposits of cash and checks shall be made as frequently as possible by the signatories or office staff. The receipt of checks or cash shall be entered in the (ledger) cash receipts journal by the office staff. If cash is received, a receipt for documentation shall be issued by the office staff. All checks received shall be marked “For Deposit Only”.

F. Records Retention Policy

Financial documents should be kept for five (5) years after an Audit of that fiscal year. Because they may at some time be subject to review by the federal government, financial records should be maintained indefinitely. These records shall be physically kept in the local office and scanned to be saved on the

cloud server.

E. Spending limitations

The district wide officers have the authority to spend money within the parameters of the budget. Expenditures that exceed $1,000 must be approved by the body that adopts the budget. The Executive Board shall approve budget transfers in excess of $2,000.

III. Checking Account

A. Maintaining the Checkbook

The use of cash shall be discouraged. All other payments shall be made by check, or Credit Card, and checks shall not be made payable to "Cash". Since the local maintains more than one account, payments shall not be made directly to or from other accounts but shall go through the checking account. This provides a detailed record of all transactions from a single source - the checkbook.

No single person shall have control of or responsibility for the local's finances. All of the local's accounts shall require two signatures for transactions. The president and treasurer shall be authorized to sign checks. The third (3rd) signer on the accounts shall be the Executive Director.

B. Balancing the Checkbook

The checkbook shall be reconciled each month by the treasurer in the local's office shortly after the statement is received. This activity gives the opportunity to quickly correct any errors that may have been made and to find any errors that the bank may have made. As many checks as possible shall be written at the beginning of the month so that most checks will have cleared the bank and will be recorded on the statement.

An outside CPA Firm or accountant that the Union has will conduct a 2nd and Final reconciliation every month.

C. Petty Cash

The local shall not maintain petty cash

D. Bonding of Local Officers

All of the officers and/or office staff of the local who have any responsibility for handling money shall be bonded. AFT's fidelity bond will cover all officers and/or office staff. The fee shall be paid with the October per capita.

IV. Accounting

The primary accounting record of the local is QuickBooks and the documents that supports the information in QuickBooks, to keeps track of deposits and disbursements. Adequate remarks shall be noted on the supporting documents , by the treasurer, to clearly identify and describe each transaction. These documents are to be filed by the office staff, by date and in the order received or disbursed. Expense categories used in QuickBooks are to be the same as those used in the budget.

A. Receipts

1. Funds received by the local are to be deposited as soon as possible by the signatories or office staff with written deposit receipts given to the Treasurer.
2. Receipts are to be classified to the appropriate category by the treasurer. Questions about

account classification are to be referred to the president.

3. There may be more than one account assigned to an individual receipt. Therefore, if more than one account is used, the total of all such categories must be equal to the total received.
4. Each receipt should be listed in order by date, from whom received, the total amount received and categorized across the page.
5. Adjustments to Cash Receipts. All adjustments to the Cash Receipts shall be made by the treasurer when reconciling the bank statement in the local's office with notification in writing being given to all other signatories and the Executive Director of any such adjustments.
6. If a check that has been received and deposited is returned by the bank for insufficient funds, or for some other reason, make adjusting entries into the accounting records.
7. Interest on accounts shall be listed at the bottom of the Cash Receipts and included in the monthly totals.

B. Disbursements

1. Disbursements are to be made in a timely manner in order to avoid additional charges for late fees and/or penalties. Checks for routine operations shall be approved by the president and treasurer. The treasurer shall approve requests for payment and sign checks on a biweekly basis in the local's office.
2. Disbursements are to be classified to the appropriate category by the treasurer. Questions about account classification are to be referred to the president.
3. There may be more than one account assigned to an individual disbursement. Therefore, if more than one account is used, the total of all such categories must be equal to the total received.
4. Each disbursement should be listed in order by date, to whom paid, the total amount paid and categorized across the page. Post all disbursements through the last day of the month.

C. Adjustment to Disbursements

1. All adjustments to the Disbursements shall be made by the treasurer when reconciling the bank account(s) in the local's office with notification in writing being given to all other signatories and the executive secretary of any such adjustments.
2. If a check is voided while being written, indicate "void" on the face of the check, and make all needed adjustments and notations in QuickBooks. Voided checks shall be kept and not thrown away.

Bank charges or other service charges are to be documented.

V. Financial Statements

In accordance with the Constitution, Bylaws, and Policy Handbook, the treasurer shall prepare appropriate financial reports and present them to the executive board and the membership at regularly scheduled meetings.

The policy outlined above shall be consistent with the Bylaws, to provide mutual assistance to the treasurer and office staff to assure compliance with the local's mandates as stated in the Constitution, Bylaws. Should there be a inconsistency, the Bylaws will be used until the policy is updated.

Approved by Finance Oversight Committee ___5/5/2025

Approved by Executive Board _____

Stipend Policy Effective June 2025

Every stiped recipient must turn in **both the Activity Report and the E-Board Report monthly** to receive the entire stiped. All relevant reports should be filled out describing the work that was done that month.

(Exception: The President may submit their E-Board report as both reports if the Activities are labeled and described on the monthly E-Board report.)

In order to get your full stipend, both reports are due every month, or at least by the last call (Date to be determined by the Stipend Committee)

Stipends may be broken done by month if not all reports are submitted:

- Monthly Breakdown:
    - $5,000 annual is $213/month
    - $4,000 annual is $167/month
    - $1,200 annual is $50/month

Both Reports must be submitted by the Tuesday before the monthly scheduled E-Board meeting. (If the meeting is cancelled reports are still due the Tuesday before the scheduled meeting.)

Distribution of Stipends:

- Jan-June (June)
- July-Dec (Dec)

The Stipend Committee will present the proposed stipend payments to the financial oversight committee who will then report the recommendations to the E-Board.

The Stipend Committee is made up of members that do not receive stipends. Officers, Chapter Chairs, and Grievance Reps are not able to sit on the Stipend Committee. The Stipend Committee will meet every 6 months to determine stipends and will report to the Financial Oversight Committee.

New Business

Education
Healthcare
Public Services

AFT, AFL-CIO

AFT Teachers
AFT PSRP
AFT Higher Education
AFT Public Employees
AFT Nurses and Health Professionals
AFT Retirees

555 New Jersey Ave. N.W.
Washington, DC 20001
202-879-4400
www.aft.org

Randi Weingarten
PRESIDENT

Fedrick C. Ingram
SECRETARY-TREASURER

Evelyn DeJesus
EXECUTIVE VICE PRESIDENT

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Wayne Spence
Arthur G. Steinberg
Jessica J. Tang
Adam Urbanski
Debbie White, RN
Carl Williams
Lakia Wilson-Lumpkins
Sarah Wofford
Todd Wolfson

SENT VIA ELECTRONIC DELIVERY

April 28, 2025

Andrea Edwards, President
AFT Staff Guild, Local 1521A
aedwards@aft1521a.org

Yovanna Campos
AFT Staff Guild, Local 1521A
Camposyovanna@gmail.com

Dashiel Johnson, Executive Director
AFT Staff Guild, Local 1521A
djohnson@aft-1521a.org

Chad R. Baugher
Chapter Chair, Los Angeles Valley College
chadbaugher@gmail.com

Dear President Edwards, Executive Director Johnson, Ms. Campos and Mr. Baugher:

Each of you are aware of the longstanding internal disagreements regarding the leadership and direction of AFT Staff Guild, Local 1521A. Despite AFT's best objective efforts to resolve these disputes and allow the elected leadership to do the important work of the union, former officers of the local continue to file complaints with the AFT. President Edwards has requested assistance from AFT to conduct "a financial review of our local's financial records" and analysis of the local's bookkeeping processes "to provide a thorough assessment for our members." Accordingly, AFT will assign a member of the AFT Financial Services Department to conduct this review.

Sincerely,

Fedrick C. Ingram
Secretary-Treasurer

cc: Randi Weingarten, President
Jeff Frietas, President, California Federation of Teachers
L. Lacy Barnes, Secretary Treasurer, California Federation of Teachers
Tish Olshefski, Senior Assistant to the Secretary Treasurer
Raj Kataria, Chief Financial Officer
Ramiro Hernandez, Director, AFT Western Region

The AFT is a union of professionals that champions fairness; democracy; economic opportunity; and high-quality public education, healthcare and public services for our students, their families and our communities. We are committed to advancing these principles through community engagement, organizing, collective bargaining and political activism, and especially through the work our members do.

Campus Worksite Reports

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: April 2025 Chapter Report

Campus: Los Angeles City College

Campus E-Board:

No meeting held; LACC Executive Board met via emails, texts and chats to discuss items for Consultation with President and planning and scheduling for Massage Therapy event in May.

Chapter Meeting:

No meeting held.

Consultation:

02/24/2025: Consultation with VPs Joe Dominguez, Olga Diaz and Carmen Dones. President Gebru was absent. Items included: 1) VP Diaz described the current environment for hiring Classified Staff as a "hiring frost" with all potential hires among Classified Staff and Management under review. 2) VP Diaz said they hope to fill interim VP of AA position by July 1 or early summer. 3) Interim VP Dones is serving as acting Dean over Nursing and Health while current dean is on leave until July. 4) VP Dominguez said EWD building is scheduled for demolition in mid-May. 5) VP Dominguez indicated the first of 40 water dispensers will be installed on first floor of Student Union in next two weeks.

Unit member issues/updates:

04/2/09/2025: Meetings with member from Accounts Payable & Purchasing regarding ongoing FMLA issues and follow-up.

04/04/2025: Zoom meeting with member, who was not retained following Sub and Relief assignment as Student Recruiter.

04/04/2025: Ongoing issues regarding member from Foster Care and Kinship Program, who is contesting termination while on Medical Leave.

04/8/2025: Member from Financial Aid Department alleging retaliation and ongoing hostile workplace following meeting with supervisors.

Shared Governance /Other Committees:

04/02/2025: EPPIC Meeting topics included: 1) ESMP data for final Program Review Report indicates decrease in transfers to 4-year colleges, and, 2) Program Review Report approved.

04/16/2025: EPPIC Meeting discussion included; 1) Continued discussion about revision of Program Discontinuance Form and 2) Concern about loss of important SLO information in eLumen and suggestion to get replacing eLumen moving forward.

04/29/2025:VP of Academic Affairs selection committee has kickoff meeting with expectation to complete process and name VP by end of June.

Classified Hiring Committee

04/14/2025: Hiring Committee conducted for Student Recruiter in Outreach & Recruitment.

04/17/2025: Hiring Committee completed for Community Services Aide in Community Services.

Classified Hiring:

None reported.

Other:

04/10/2025: Executive Board Meeting hosted by LA Valley College topics included 1) Approval of proposal to allot money in budget for holiday party, 2) Discussion regarding Massage Therapy event to be held in May on district campuses including LACC. 3) Mentioned possibility of "Golden Handshake" plan for district, 4) Reminded about upcoming elections.

04/23/2025: Campus Support Meeting on Zoom included: 1) Discussion about usage of data to support hiring issues and map campuses, 2) Massage therapy event discussed.

04/25/2025: Best wishes to Grievance Rep Edith Villavicencio, who is leaving LACC to become program assistant with MESA program at ELAC. Thank you for your service.

Gloria Moreno, Chapter Chair | LaShawn Duffin, Delegate
Olga Hernandez, Delegate | Yung Kim, Alternate Delegate
Kimberly Davillier, Grievance Representative

Chapter Report
April 2025

Chapter Executive Board

Chapter Executive Board Team Meeting – No Team Meeting this month

- Met with individual Chapter Executive Board members as needed.

Chapter Meeting

In lieu of Chapter Meeting this month – Updated AFT 1521A Boards at ESC Building

- Placed flyer with Union Information regarding Chapter Elections and information on several Workshops being offered.

Executive Board

Executive Board Meeting – Thursday, 04/10/2025

- ESC Executive Board in attendance: Gloria-Chapter Chair, La Shawn–1st Delegate, Kimberly Davillier-Grievance Rep.

Consultations

- **DO HR Consultation Meeting – Thursday, 04/17/2025 9:00 am – 9:30 am**
- **ESC Executive Board in attendance:** Gloria – Chapter Chair, La Shawn – 1st Delegate, Yung – Alt Delegate, Kimberly Davillier – Grievance Rep.
    - **Discussed and requested:**
        - List of ESC open positions. Who does this list come from, what department?
        - Do we have an Interim ELR Director? Who do employees go to with ELR inquiries?

Unit Member Issues/Inquiries

- Questions regarding why we have interim 1st and 2nd VP's.
- Vacation cash outs.

Shared Governance/Other Committees

- **WEC** – no committee meetings have been scheduled.
    - Work environment issues are discussed during the HR Consultation meetings.
- **TPPC** – No meeting minutes received from AFT 1521A Rep. Not sure if 04/2025 meeting happened.

Interviews/Hiring Committees

1. Network Engineer – interviews scheduled for Fri. 04/04/2025.
2. IT SAP Functional Business Analyst – scheduled for Tues. 04/22/2025

Gloria Moreno, Chapter Chair | LaShawn Duffin, Delegate
Olga Hernandez, Delegate | Yung Kim, Alternate Delegate
Kimberly Davillier, Grievance Representative

Upcoming Interviews

1. Sr. Research Analyst (EPIE) – pending interview schedule.
2. Associate Vice Chancellor of Capital Construction (Facilities & Development) – pending interview schedule.

Other Chapter Chair activities:

- Fri. 04/04/2025 – Participated in Election rule read through.
- Mon. 04/07/2025 - Finalized and submitted Activity and Chapter Reports for March 2025.
- Mon. 04/14/2025 – Coordinated Room Reservation for Wellness Recharge De-Stress Break.
- Wed. 04/23/2025 – Campus Support Meeting
  In attendance – Gloria, ESC Chapter Chair & Kimberly, Grievance Rep.

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: 4/28/2025 April Chapter Report

Campus: ELAC/South East/Corporate Center

Campus E-Board:

Rowena Smith Chair

1st Delegate Josue Ramirez

Grievance Rep Promise Williams

Lynn Wood, Alejandro De La Parra,Jennifer Estrada, Delegates, & Alt Delegates Rosalba Villalobos, Christina Perez Francelia Ramirez

Chapter Meeting:

Held our monthly members meeting

Consultation:

Consultation with Dr. Perez

Unit member issues/updates:

Have a very serious complaint filed by a member I will be moving forward with the prcedure thus week of April 28

Shared Governance /Other Committees:

All Shared Gov committees have classified rep on board.

Classified Hiring Committee

Classified Hiring:

Other:

After sending out a PD survey to all classified 75% want to have training in the AFT1521A Contract.I reached out to the Guild requesting training for nmebers based ion the interest from members, have nit heard anything back yet

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: April 2025

Campus: ELAC

Campus E-Board:

Promise Williams – Grievance Rep
Rowena Smith Kersaint – Chapter Chair

Chapter Meeting:

April 1, 2025

Consultation:

Unit member issues/updates:

Shared Governance /Other Committees:

Classified Hiring Committee

Classified Hiring:

Other:

Retreat 4.18.25

Good evening executive board,

During this past president's consultation we brought up several concerns related to the budget Projections and how they will affect staffing levels. We were told that even though there Will not be any lay-offs anticipated we will only be hiring for positions If the need is crucial for College operations. We continue to urge the president not to supplant classified jobs with unclassified Trainer Presenters, Instructor special assignment and part time registration assistance, The rationale for utilizing these positions is a cost saving Strategy to allow us to still capture FTES. The Grievance representative and I were thrilled to have the opportunity to individually sit down with the second VP. To discuss what we feel is negatively affecting our chapter. The main thing That I Stated centered around Classified Morale. We are excited for Sergio's Next visit where we plan to dive more into power mapping so we can better reach our members. As the campus we will be hosting this year's culinary cup, This Is An Event showcasing Culinary arts Programs from LA mission, LA harbor And LA trade. Of course we welcome competition, but we know that The Eagles are going to soar above our competition! We were so honored to host the First ever Rising scholars Symposium On the wonderful work that is being done throughout our district to serve our Justice System impacted students... the event Was very uplifting. I would like to close this by wishing all of you a very happy start of May☺

Sincerely,

Michael Jordan Griggs

Los Angeles Mission College 1521A Chapter chair.

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: April 2025

Campus: LAMC – Veronica Enríquez Grievance Rep

Campus E-Board:

Discussed Chapter Meeting agenda and President's Consultation Agenda.

Chapter Meeting:

Met with members on April 17th to reminded members of 1521A workshops: retirement, know your money and massage break in May. More information to come about massage break

Consultation:

Met with President Ornelas and requested the following staffing lists: Trainer Presenter, ISA's and Registration Assistants. She refused to provide theses lists stating we already know who they are and we can speak to them ourselves.

Unit member issues/updates:

We still have issues with ISA's and trainer presenters doing our jobs. Now we have a UPI doing the job of a classified. Basic Needs does not have a staff only a student worker.

Shared Governance /Other Committees:

No reports at this time

Classified Hiring Committee

Provisional cashier for book store.

Classified Hiring:

Provisional cashier for book store and more Registration Assistants. We do not know where the RA's are located.

Other:

A Union of Professionals
Staff Guild
Local 1521A
Pierce Chapter

Sean McDonald,
Interim *Chapter Chair*

Pierce Chapter Report
April 2025

Chapter Meeting

- 04/22/25 In person 90 Minutes plus setup and breakdown (See attached attendance list).

Office Hours

- None in April

Consultation

- Three Meetings
    - April 8 with VP AA, CP SS, VP CS (all three VPs)
        - Discussed Scheduled Closure for Construction Power Outage and communication errors regarding an ask for members to work from home or use quota time
        - Reenforced contract language from CBA Pg 38, Article 12, Section A, Subsection 3.
    - April 9 with President Agiar, VP Apigo, VP Schliecker
        - Discussed returning to work after power shutdown.
    - April 18
        - Discussed Layoffs, bumping rights and related issues.
        - Power Outage and communication errors regarding an ask for members to work from home or use quota time.
        - Discussed Budget
        - Discussed Athletics harassment issue.

Unit Member Issues/Updates

- Consulted with multiple members regarding the Power outage response and directives 04/08-04/10/25.
- Phone calls regarding other issues.
- Emails
    - Multiple emails regarding Power Outage response and supervisor's communications.
    - Multiple emails regarding getting a closure statement regarding an investigation of a member that found no fault.

Shared Governance/Other Committees

- Tech Committee: Cancelled
- Pierce College Council (PCC) Exec: Cancelled
- PCC Regular Meeting: 04/17/25
- Workforce Environment Meeting: 04/15/25

Sean McDonald,
Interim *Chapter Chair*

- Facilities Committee meeting: Cancelled

Hiring Committees

- None at this time

Other

- E-Board Meeting 04/10/25 (did not attend)
- Campus Support Meeting 04/23/25 (did not attend)

A Union of Professionals
Staff Guild
Local 1521A
Pierce Chapter

Sean McDonald,
Interim *Chapter Chair*

Pierce Chapter Report
March 2025

Chapter Meeting

- 03/12/25 In person 90 Minutes

Consultation

- Two Meetings
    - March 6
        - Discussed Layoffs
        - Discussed member-faculty conflict in Athletics-Knesiology
    - March 31
        - Discussed Layoffs
        - Power Outage and communication errors regarding an ask for members to work from home or use quota time

Unit Member Issues/Updates

- Consulted with a member regarding options in response to a March 15 Layoff letter 03/13/25.
- Consulted with a group of members regarding March 15 Layoff letters 03/13/25.
- Consulted with Member regarding the Power outage response and directives 03/27/25.
- Phone call with member regarding evaluation. 02/28/25
- Phone calls regarding other issues:
- Emails
    - Multiple emails regarding Power Outage response and supervisor's communications.
    - Multiple emails regarding getting a closure statement regarding an investigation of a member that found no fault.

Shared Governance/Other Committees

- Tech Committee: 03/20/25
- Pierce College Council (PCC) Exec: 03/20/24
- PCC Regular Meeting: 03/27/25
- Workforce Environment Meeting: 03/18/25
- Facilities Committee meeting: 03/18/25

Hiring Committees

- None at this time

Other

- E-Board Meeting 02/13/25

Sean McDonald,
Interim *Chapter Chair*

- Campus Support Meeting 02/26/25

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: MAY 2025

Campus LASC

Campus E-Board:

Email, texts

Chapter Meeting:

April 23, 2025

Consultation:

April 25, 2025

Union Member Issues & Updates:

Member given office over another, communication issues, job duties. Complaints rec'd from dept - communication and micro managing issues. Supv attempting to gaslight member. after it was addressed with supv

Shared Governance/Other Committees:

Joint Labor Caucus w/ other constituency groups on campus. Budget Comm, review and discussion of 2025-26 budget,

Classified Hiring Committees:

None

Classified Hiring:

None

Other:

AFT Staff Guild Officers
President Andrea Edwards | First Vice President: Jesse Saucedo | Second Vice President: Maira Cruz
Recording Secretary: Melinda Ung | Treasurer: James Highley
Grievance Secretary: Troy Pierce

A Union of Professionals
College Staff Guild
Local 1521A, AFT, AFL -CIO

American
Federation of
Teachers,
College Staff Guild
Local 1521A, CFT,
AFL-CIO

Representing the clerical/technical professionals of the Los Angeles Community College District

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Los Angeles, CA
90068
323-851-1521
www.aft1521a.org

CHAD BAUGHER
LAVC CHAPTER CHAIR
818-947-2620
lavcgrievancerep@aft1521a.org

EXECUTIVE BOARD REPORT
LAVC – CHAPTER CHAIR
April 2025

Guild Members,

Since my last report, I have been working and consulting with our LAVC Chapter Chair, LAVC Delegates, LAVC Alt Delegates as well as individual Unit 1 members to address complaints, issues of concern and grievances.

Immediate issues at hand

Member Representation
- Contract Consultation with Campus Administration, Members, and Non-Members.
- Work with Grievance Rep on pending issues.
- Represent Member on receiving a LOR

Committees/Meetings
- Executive Board Meeting
- Campus Committees
  - Team Leadership
  - President Consultation
  - Enrollment Management
  - IEC
  - Anti-Racism (Canceled)
  - Meeting with VP of Academic Affairs & Campus Leadership about campus A.I. Policies moving forward
- Hiring Committee
  - SFP Technician (Successful)
  - Sub & Relief EOPS Office Assistant (Successful)

Campus Events
- AFT 1521a Classified Spring Break

Other Events
- PSRP Portland Oregon

This is a very brief snapshot for this month. If you would like to contact me, you may do so at any time valley1521a@gmail.com or (818) 947-2620 (office)

Fraternally
Chad Baugher, LAVC Grievance Representative

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: Month of April 2025

Campus: Valley

Campus E-Board: Not Held.

Chapter Meeting*: Not Held*.

Consultation with President: ***April 28****: Unable to attend due to staffing shortage*.

Unit Member Issues/Updates:
April 1: *Email to members about return of PTO used during the firestorms.*
April 10: *Email to members about return of PTO used during the firestorms.*
April 11: *Email to members about return of PTO used during the firestorms.*
April 22: *Meeting with member about workplace environment.*
April 30: *Email to members about return of PTO used during the firestorms.*

Shared Governance/Other Committees: April 7: Caring Campus meeting.

Classified Hiring Committees: None.

Certificated Hiring Committees: None.

Other:
April 8: Caring Campus Spring Break Out
April 10: Staff Guild E-Board Meeting, 3:00 – 6:00 pm at LAVC.
April 23: Staff Guild Campus Support Meeting, 1:00 – 3:00 pm via Zoom.

Respectfully submitted,

Aleta Campbell
Valley Grievance Representative
May 2, 2025

AFT Staff Guild Officers
President: Andrea Edwards/ Interim First Vice President: Joanne Haywood
Interim Second Vice President: Sergio Becerra/ Recording Secretary: Melinda Ung
Treasurer: Phillip Highley/ Grievance Secretary: Troy Pierce

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Chapter Report

Date: May 1, 2025

Campus: WLAC

Campus E-Board:

Attended E-Board meeting.

Chapter Meeting:

Attended Chapter Meeting at WLAC.

Consultation:

President Consultation was cancelled.

Unit member issues/updates:

Member submitted an incident report, but after communicating via email the member wanted to halt the process.

Member submitted an incident report, I have done interviews with members in that department. Talked to Grievance Secretary and we may move forward with a grievance (it will be up to the member to move forward). Member is possibly working out of class (investigation still ongoing).

Shared Governance /Other Committees:

Did not attend any committee meetings.

Classified Hiring Committee

Classified Hiring:

New hire in A&R Office, need training and support from supervisor.

Other:

N/A

AFT Staff Guild Officers
President Andrea Edwards | First Vice President: Jesse Saucedo | Second Vice President: Maira Cruz
Recording Secretary: Melinda Ung | Treasurer: James Highley
Grievance Secretary: Troy Pierce

A Union of Professionals
Staff Guild
Local 1521A
Retiree Chapter

Retiree Newsletter

https://collegestaffguild.ca.aft.org/ May 5, 2025

Dear Retirees,

I'm sure by now you have realized that your pension check is a TINY bit larger, due to a cost of living raise from PERS. While it isn't much, every penny counts.

Also, be on the lookout for a postcard from the District, with a QR code on it to access your latest newsletter. Please let me know if you have any questions.

With all the craziness going on in the world, let me bring to your attention the District offers many mental health services through Tellus Health. For further information on how to access this platform, please contact our AFT liaison Katrelia Walker at the District Office. Her email address is: hwc@aft-1521a.org

If you went into retirement with a balance in your HRA account, and you still have a balance in that account, please use it. As a retiree you will not be getting any additional money each calendar year, but you do have access to any balance that has been left in your account to be used for specific medical expenses.

Last, but not least, please make sure that you reach out to fellow retirees to inquire if they are members of our retiree chapter. It is Free. All we ask of everyone is that they keep their information current. For example, if they have moved, specifically into Assisted Living, we need to know the new address. Also, we are now requesting a trusted person's contact information to call if we have trouble keeping in contact with you. It would be a shame to have you lose out on benefits if we cannot contact you to let you know about them. Remember, we have very good benefits, and if the District sees that we are not utilizing them, they will take them away. We either use them or lose them.

Respectfully submitted,
Fern Reisner, AFT Staff Guild
1521A Retiree Chapter President

Affiliate Reports

LA County Federation of Labor, HOL, AFL-CIO
Monday, April 21, 2025 @ 7:00 p.m.

Pledge of Allegiance, and "Code of Conduct", displayed on Projector.
- Congressman Brad Sherman; Donated, (Federal Level) $1,616,279.16 toward a Hybrid Food Bank.
- New E-Board Delegates sworn in with List of New Delegate Names for May 2025 Meeting to be sworn in.
-Minutes for Both March/April, E-Board/ Delegate Meetings, M/S/P.
- Michelle, Financial Report, REFER to Attachment, M/S/P.
-Rosie, Operations; St. Jude @ LACFL this week, anyone can sign-up. Plus Carwash, now Union, more information at Rosie@lacountyfed.org
"**SAVE THE DATE**" for MLK, Jr., next year.
- Patricia; Train the Trainer, Know Your Rights. "May Day", May 1st @ 9:00 a.m.,

Olympic & Figueroa. UHW, Strike with Kaiser for 6 Months, now and Fasting. Kaiser Hospital has come back to the Table for Negotiations. Also, see Flyer for Airlines, and other for Production Assistants.
- Steve Neal, Outreach & Community Engagement; Polly High in Long Beach, with 150 Students, Recruiting.
- Rob Notoff; 21st Convention, @ Convention Center, Downtown, Council member Park. "Invest in L.A." with LA City Hall, packed/Passed, 14 to 1. CD14 Los Angeles (spoke).
- Devin Osiri; Noted, Brad Sherman, COPE Endorsed, Everytime/Union Supporter. LA County Fed., May 12-14 in Sacramento for "Lobby Day", Michael Contreras.
- Tatianna, COMM's Department; Keep them abreast of Our Union activities, and of those of Our Affiliates.
- Armando, Miguel Contreras Foundation; Cinco De Mayo Awards, Friday, May 2, Long Beach, BMO Stadium, "Grammy Award Winner, Poncho Sanchez", Rocio

Sáenz, Senator Adam Schiff, and Awardee, Elena D. Durazo.
- Norma, Labor Community Services; Letter Carrier Food Drive, May 7, 2025. Adopt-A-Post Office (7 of 38 still need to be adopted). "Stamp Out Hunger" NEED "Truck Drivers" (NO Special License Required for 1:00 p.m. 8:00 p.m.) *48 Truck Drivers, Needed. Contact Mr. Marcos Juan @ 323.620.3030, 5600 Rickenbacker Drive, Bell, CA 90201.
- Yvonne Wheeler, President; W.A.R. PowerPoint Slides, Shown. *Refer to Flyer, "Workers Unite" IWD. Teresa Velasco, SEIU, May 28, 3-Day Strike, Upcoming.

Affiliates Report:
UC Unfair Labor Practice with Unannounced Hiring Freeze, May 1st. October 4, 2025, LACCD Gala is Back, "100th Year Anniversary". San Pedro, Honorary Program Campaign ends, June (AFSME).

Respectfully Submitted,

Dionne M. Morrissette
Los Angeles County Federation of Labor, HOL, AFL-CIO, Delegate
West LA College, Alternate Delegate

AFT Staff Guild Executive Board

AFT Staff Guild, Local 1521A Activities Coordinator Report

Date: Month of April 2025

Campus: Staff Guild

Updates:

April 1: Email to Stephani Osorio at the Odyssey.
April 7: Email to Los Angeles Arboretum events team about the Summer General Membership meeting.
April 8: Email to Larry Barragan at LA/LB Harbor Coalition abut Labor Day Parade.
April 8: Email to Dashiel Johnson at LA/LB Harbor Coalition abut Labor Day Parade.
April 10: Oral report to E-Board members with written report submitted prior to the meeting.
April 15: Email to Maritza Medina about Summer General Membership meeting.
April 16: Activities Meeting 3:15 – 4:30 pm via Zoom, Present: Andrea Edwards, Jo-Ann Haywood, Sergio Becerra, Maritza Medina.
April 18: Email response to Rowena Smith-Kersaint query about the holiday party guest list.
April 15: Email to Maritza Medina OSHA training workshop for Staff Guild leaders.
April 23: Email to Andrea Edwards about Activities calendar.
April 29: Creation of Activities Calendar for fiscal year 2025-2026.
April 30: Email to Mike Romo about Labor Day Parade.
April 30: Email to Los Angeles Zoo events team about the Summer General Membership meeting.

Respectfully submitted,

Aleta Campbell
Activities Coordinator
May 5, 2025

AFT Staff Guild Officers
President: Andrea Edwards/ Interim First Vice President: Joanne Haywood
Interim Second Vice President: Sergio Becerra/ Recording Secretary: Melinda Ung
Treasurer: Phillip Highley/ Grievance Secretary: Troy Pierce

Committees Reports

A Union of Professionals
Staff Guild
Local 1521A

Elections Committee

May 8, 2025

To: AFT 1521A Staff Guild Executive Board

Re: Elections Committee Report

Hello Executive Board Members and Guild Officers,

For the **2025 Chapter Officers Election**, Electronic Ballots were sent to the District email address of each Guild member on Wednesday, May 7th.

The voting window will close Tuesday, May 13th at 11:59pm.

Ballots for the Chapter Officers / Campus Leadership election will be reviewed and the uncertified election results announced to members and posted on the Guild website, Wednesday, May 14th, 2025.

2025 Special Election

The Elections Committee has made a request to the Constitution and Bylaws Committee to look into adding language to the Special Elections section Article III.6.b to allow for electronic voting. The C&B committee is meeting to discuss it tomorrow, 5/925.

We note that having the electronic voting option would save the Local roughly $10,000 versus doing a mailed election with the American Arbitration Association.

On behalf of the AFT 1521A, Staff Guild Elections Committee
Grisel Garcia
Robin King
Ana Maria Saray Olivares-Diaz
Natalie Embrey, Co-chair
Mark Bergquist, Co-chair

Dashiel Johnson, Executive Director.

Officer Reports

A Union of Professionals
Staff Guild
Local 1521A

Andrea Edwards, *President*

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Executive Board Report – President, April 2025

AFT Internal Meetings:

- Campus Support Meeting
  - Wednesday, April 23rd, 2025
- Officers Meeting
  - Thursday, April 3rd, 205 – Officers Meeting
  - Monday, April 14th, 2025
  - Wednesday, April 23rd, 2025
  - Wednesday, April 16th, 2025 – General Membership Planning
- Executive Board Meeting – Thursday, April 10th, 2025
  - Los Angeles Valley College
- PSRP Conference, Portland, Oregon
  - April 3rd -6th, 2025
- Reverse Quota Reversal
  - Deputy Chancellor, Nicole Alba-Lopez – Monday, April 7th, 2025
- BOT Potential Candidate Meeting – Tuesday, April 8th, 2025

Campus Meetings | Campus Support:

- LCCC Members' Assistance
  - Monday, April 7th, 2025
  - Grievance Rep. Support and Review Files
- ELAC Campus Assistance
  - Athletic Trainers Meeting -March 17, 2025 -**Follow Up Required**
  - **Thursday, April 3rd, 2025 (Member Meeting)**

District & Shared Governance Meetings

- Management Consultation
  - Tuesday, April 1st, 2025
  - Agenda Available Upon Request
- Chancellor Consultation Dr. Roman
  - Tuesday, April 1st, 2025
  - Agenda Available Upon Request
- Board of Trustees: **NO ATTENDANCE**
  - Wednesday, April 2nd, 2025
- PC Consolation:
  - Monday, April 14th, 2025
  - Agenda Available Upon Request
- District Budget Committee (DBC)
  - Wednesday, April 23rd, 2025 – Missed
- District Budget Committee (EXDBC)
  - Wednesday, April 30th, 2025
- JLMBC Agenda Planning Meeting:
  - Tuesday, April 1st, 2025
- JLMBC Meeting:
  - Tuesday April 8th, 2025

- Agenda Available Upon Request

Internal Items:

- Small Claims Court -Y.C
  - Rescheduled Pending Date (April 9, 2025) -Done Pending Decision
- Long Beach, Union United Bank:
  - Pending Follow-Up Required to Establish Account Signers
- QuickBooks Account Recovery
  - Admin Access established- January 2025
  - Desktop Version vs. Web-based Version
  - CPA Account Firms | Accountant – Approved (Raffi Kurkjian)
- Velma Butler Settlement Finalization and Payment – Finalized May 8, 2025
- 23/24 – AFT 1521A Audit Complete (Raffi Kurkjian)
- CA Form 410 – Audit Pending the State of California - Pending
- CA form 497 – BOT Trustee Endorsements Filing – Pending
- Workshop Understanding Money _ April 24th & April 29th, 2025
- CFT Executive Council – Friday, April 25th, 2025
- Health & Wellness Coordinator Meeting
- Activities Coordinator Meeting – Wednesday, April 30th, 2025

CMA Members: Pending Meeting

- CMA Welcome to AFT 1521A Meeting - March 27th
  - District | Hybrid

Software | Meetings | Operational:

- Membership Rate (Percentage)
- Track Membership Percentage Per Campus
- Ask Chapter Chairs _ to Create Events Open to All Classified
- Events Focused on Membership Recruitment
- Membership Concerns/Issues & Reporting
- Membership Benefits
- COPE
- Trainings
- How To Get Involved

Sincerely,
Andrea Edwards
AFT 1521A, President

If you have any questions or concerns, please email me at aedwards@aft-1521a.org. Sincerely

Union of Professionals
Staff Guild
Local 1521A

Jo-Ann Haywood, Interim First Vice *President*

3356 Barham Blvd • Los Angeles, CA 90068
T: 213/341-1533 • F: 323/851-8572

Executive Board Report – April 10, 2025

AFT Internal Meetings:

- Worksite Support Meeting – April 23, 2025
  We are continuing to address the following items:
  - Supplanting of our jobs with unclassified individuals
  - Bilingual differential, and etc.
- Officers Meeting – April 14, 2025
- Staff Guild Activity Planning Meeting – April 16, 2025
- Officers Meeting – April 23, 2025
- Member concern meeting – May 2, 2025

District & Shared Governance Meetings

- Budget and Finance Committee – March 16, 2025
  Click for details: https://go.boarddocs.com/ca/laccd/Board.nsf/goto?open&id=DCWRJ46D50E5

- Facilities Master planning Committee – April 16, 2025
  Click for details:
  file:///C:/Users/HAYWOOJH/Downloads/Facilities%20Master%20Planning%20&%20Oversight%20Committee-04-16-2025.pdf

- PC Consultation – April 14, 2025
  Follow up on worksite and member issues
- Chancellor Consultation – May 6, 2025
  Addressed how the state of the district is affecting our members. Not back-filling positions, and how local leadership is addressing the potential budget deficit.
- Spoke to Classified Issues/Concerns

Chapter Activity:

- Wellness Recharge: West LA College – May 6, 2025

In Strength & Unity!

Jo-Ann Haywood
Interim First Vice President
AFT Staff Guild, Local 1521A

EXECUTIVE BOARD REPORT – AFT 1521A, Interim 2nd Vice President, April 2025

AFT1521A Standing Meetings:

- Executive Board Meeting – 4/10/2025
- Executive board Planning – 4/23/2025
- Officers Meeting – 4/14/2025

AFT1521A Membership Meetings:

- LAMC 4/17/2025

Campus Site Visits

- LAMC 4/21/2025
- LAPC 4/21/2025

District Shared Governance Meetings

- Management Consultation – 4/1/2025
- Chancellor Consultation – 4/1/2025
- Personnel Commission Consultation – 4/14/2025
- Student Affairs Committee – 4/11/2025
- Institutional Effectiveness/Student Success Committee– 4/16/2025

Conference/Training

- N/A

Other

- COPE meeting 4/14/2025
- Activities Coordinator 4/16/2025

If you have any questions or concerns please give me an email me at

Sincerely,

Sergio Guillermo Becerra

Interim 2nd Vice President

A Union of Professionals
Staff Guild
AFT Local 1521A

Phillip Highley, *Treasurer*

3356 Barham Boulevard • Los Angeles, CA 90068
T: 323/851-1521 • F: 323/851-8572

Treasurer's Report April 2025

Meetings

- Court appearance-Y.C. 4/9/25
- Executive Board Meeting – 4/10/25
- Officer's Meeting 4/14/25
- Officer's Meeting 4/30/25

Office Hours

- 4/4/25
- 4/7/25
- 4/11/25
- 4/14/25
- 4/18/25
- 4/21/25
- 4/25/25
- 4/28/25
- 4/30/25

Special Projects

- Prepping for Audit
- Prepping for Annual Budget
- Working with Accountant - Tax year 2023

A Union of Professionals
Staff Guild
AFT Local 1521A

Phillip Highley, *Treasurer*

3356 Barham Boulevard • Los Angeles, CA 90068
T: 323/851-1521 • F: 323/851-8572

Treasurer's Report March 2025

Meetings

- Officer's Meeting 3/10/25
- Executive Board Meeting – 3/13/25
- Officers Meeting 3/26/25

Office Hours

- 3/3/25
- 3/7/25
- 3/10/25
- 3/14/25
- 3/17/25
- 3/21/25
- 3/24/25
- 3/28/25

Special Projects

- Prepping for Audit
- Prepping for Annual Budget

A Union of Professionals
Staff Guild
AFT Local 1521A

Melinda Ung, *Recording Secretary*

3356 Barham Boulevard • Los Angeles, CA 90068
T: 323/851-1521 • F: 323/851-8572

May 5, 2025

Executive Board Report – AFT 1521A, Recording Secretary April 2025

Hello everyone,

AFT1521A Standing Meetings

- Executive Board Meeting – Thursday, April 10, 2025
- Officers Meeting

Campus Site Visits

- Office Hours

District Shared Governance Meetings

- Joint Labor Management Benefits Committee (JLMBC) – Tuesday, April 8, 2025
  - Actives Newsletter
  - Retirees Newsletter
- Institutional Effectiveness/Student Success Committee – Wednesday, April 16, 2025
  - 2025.04.16_Agenda
  - 2025.04.16_C1_LAPC_ProgRev_CTE Child Development
  - 2025.04.16_C2_Payment Fee Policy Presentation for IESSa
  - 2025.04.16_C3_Transfer Update for IESS
  - 2025.04.16_C4a_SP25_LACCD Daily Enrollment Infographic_Day 56
  - 2025.04.16_C4b_Spring 2025 enrollment report 56
- PC Consultation (All Officers) – Monday, April 14, 2025
- District Management Consultation (All Officers) – Tuesday, April 1, 2025

Chapter Shared Governance Meeting

- LAPC Budget Committee – Tuesday, April 1, 2025

Conference/Training

- N/A

Other

- Emails have been distributed to all chairs, grievance reps and coordinators. If you haven't filled out the online form yet please do so: Executive Board Microsoft 365 Account Request Form
  - If you have not received your new emails yet, please reach out to Irene after you've filled out the Request Form.

Sincerely,
Melinda Ung
Recording Secretary

Affiliate Announcements & Flyers

Los Angeles County Federation of Labor, AFL-CIO
Representative to the House of Labor Meeting Minutes
March 17, 2025

Chair Thom Davis called the meeting to order at 7:00 p.m.

A motion was made to hold the meeting in honor of the late Brother Ralph Miller, AFSCME 685. The motion was moved, seconded, and carried.

Representatives rose and pledged allegiance to the American Flag.

CREDENTIALS

Chair Thom Davis announced the names of the representatives who will be sworn in at the next meeting. The list of representatives is attached for your reference. As announced, a motion to approve the new representatives was made, seconded, and carried.

MINUTES OF PREVIOUS MEETING

Chair Thom Davis proposed a motion to approve the January 2025 House of Labor meeting minutes. The motion was moved, seconded, and carried.

EXECUTIVE BOARD MINUTES

Chair Thom Davis called for a motion to approve the February 2025 Executive Board meeting minutes and actions. It was moved, seconded, and carried to approve the February 2025 Executive Board meeting minutes and actions.

FINANCIAL REPORT

Chair Thom Davis called for a motion to approve the January 2025 Financial Report. It was moved, seconded, and carried to approve the Financial Report for January 2025, as reported.

DEPARTMENT REPORTS

Sister Rosie Cruz reported on St. John's mobile clinic, which rotates at the Fed every second Tuesday of the month. Sister Tatiana Ramirez requested that affiliates submit requests on our website to be shared on social media and in our *On the Move* newsletter. She encouraged participation in the next COMMrades meeting and highlighted the career section on the Fed's website. Brother Rob Nothoff discussed the actions of the City and County regarding forbearance options for renters and the implementation of Measure A. Brother Steve Neal reported on fire relief, AFGE/TSA E-Dues, workforce development, and re-entry workforce and housing initiatives. Sister Patricia Recinos urged affiliates to send their staff to the recurring "Know Your Rights" workshops and simulated a worksite raid with ICE serving warrants. She was invited to attend the press conference at LAX on Wednesday, March 19, 2025, and Sunday, March 23, 2025, at 10 am at the Federal Building. The LA Fed will also organize a bus ride to Delano in support of the UFW. Chair Davis invited LiUNA Local 724's Alex Aguilar to explain the current struggle with production assistants on TV and feature films, the only group not represented by the union.

Brother Armando Loza announced a Save the Date for the upcoming Cinco de Mayo fundraiser on May 2, 2025. Sister Norma Lopez shared the total proceeds received by LCS for fire relief so far. She invited Carmella Swanson to present a check for $42,000 from the union members and organizations represented by their organization. Sister Lopez announced the Letter Carrier Food Drive on May 10, 2025. So far, LCS has served nearly 15,000 families. LCS has raised a total of $2,614,185. The Pantry has closed but continues to support them as they seek new work. ATU is striking in San Jose and has introduced the "When the Paycheck Stops" workshop. Federal workers are being affected by recent presidential actions.

Brother Devin Osiri presented the COPE endorsement recommendations for the LA County BOS District 1 on March 12, 2025.

President Wheeler invited Yvonne Milton from CWA to discuss the government's earmarked $42 billion for internet and broadband. The new FCC Chair will allocate these funds to satellite instead. CWA aims to maintain and expand these jobs.

She then yielded her remaining time to Chris Holden, CEO of LA Fire Justice, a visionary public servant who previously served as a California Assemblyman and the Mayor of Pasadena. He is well-known for passing Assembly Bill 1054, landmark legislation that revived utility regulations and established a wildfire fund to provide compensation to help victims rebuild. Enacted in response to the increasing incidence of catastrophic wildfires linked to utility equipment, its primary objectives are to enhance the financial stability of utility companies, ensure timely compensation for wildfire victims, and promote rigorous safety measures to mitigate future wildfire risks.

REPORTS OF ORGANIZATIONS

Johnny Harris, NALC 24: "When you attack the post office, you attack the nation."
Rudy Montalvo, LCLAA-LA Somos Familia Golf Tournament May 29, 2025
Kathleen Yasuda, AFT 1521 announced LATTC Spring Semester classes AFT 1521.
Irv Hershenbaum, UFW Delano/statewide march in support of immigration rights, homecare, and construction workers on Cesar Chavez Day March 31, 2025, 5k people are expected to attend
IATSE Dodger Stadium employees in contract negotiations
Vic Clement Generational Wealth Series continues, wills & trusts
Jenny Tate, Union Perks updated Representatives on current offers with Aava Dental
Nicole Fefferman, MCF & UCLA Labor Center thanked organizations who sent coaches to help students bargain contracts
SEIU-NUHW is now in its 23rd week on strike against Kaiser, and it thanked the LA Fed and the unions for supporting the strike line. They are scheduled to meet on March 26, 2025, at the Walnut Center in Pasadena, near Kaiser headquarters.

New Representatives:

IATSE Local 871
Rhianna Shaheen
Katie Sponseller
Scott Root
Katie Kirby

IATSE Local 700
Scott George

It was moved, seconded, and carried to adjourn at 8:22 p.m.

Los Angeles County Federation of Labor
Executive Board Minutes
April 17, 2025

The meeting was called to order by Chair Thom Davis at 10:05 a.m.

Members Present:	Aguilar, Brown, Cobarruvias, R. Corona, Davis, Gillotte, Green, Hernandez, Hsieh, Jimenez, Kung, Le, Mineros, Morales, Nakamura, O'Keefe, Orozco, Palombi, Rascon, Rivera, Vasquez, Waddell, Wheeler
Members Excused:	Harkey, Lima, Medrano, Minato, Van Winkle
Members Absent:	Abogado, Arias, Cobos, G. Corona, De La Cruz, Dougherty, Griswold, Hinson, Huerta, Liang, Marley, Moreno, Robles, Straeter, Thomas, Villalvazo

Executive Session was called at 10:06 a.m.

Executive Session concluded at 10:26 a.m.

It was moved, seconded, and carried to approve an arbitration settlement.

FINANCIAL REPORT

It was moved, seconded, and carried to approve the Financial Report for February 2025, as presented by Sister Michelle Gnanakone.

CHIEF OF STAFF REPORT

Brother Devin Osiri presented the COPE Endorsement Recommendations for the LA County BOS District 1 on March 12, 2025.

It was moved, seconded, and carried to approve the COPE Endorsement Recommendation dated March 12, 2025.

Sister Rosie Cruz reported on St. John's monthly mobile clinic, CLEAN Carwash monthly at the Fed, and announced MLK 2026 Save the Date for January 17, 2026. Sister Patricia Recinos urged affiliates to send their staff to the recurring "Know Your Rights" workshops and to upcoming meetings, actions, events, and May Day planning with community partners—May 1, 2025. Brother Steve Neal provided updates from Long Beach concerning workforce development and re-entry workforce and housing initiatives. Brother Rob Nothoff discussed how Los Angeles ranks 21st in the nation for conventions, shared the latest news on the $1 billion City Budget deficit, and presented a video of CM Jurado. He reminded all Vice Presidents of the State Fed that May 12-14 (Lobby Day May 14) is a quiet/off year for politics this year. COPE interviews, scheduled 14 months out, are reaching out to request interviews. Sister Tatiana Martinez is involved in May Day planning, transitions, and planning for her maternity leave.

Brother Armando Loza reported on recent developments in his programmatic work and high school outreach efforts, focusing on the $ 1.6 million from the Hilton Foundation. He invited Vice Presidents to their annual Cinco de Mayo fundraiser on May 2, 2025. Sister Norma Lopez thanked President Wheeler, noting that $325,000 was raised for Fire Relief, and announced the NALC Food Drive and Stamp Out Hunger event on May 10, 2025, which requires volunteers to drive box trucks to pick up food from USPS locations. She presented a video highlighting recent events and their effects on survivors and their families, expressing gratitude to our partners for volunteering.

Brother Devin Osiri invited the Vice Presidents to the upcoming LACDP JFK Awards honoring Gave Gillotte and Frank Lima on May 22, 2025, at the Greek Theatre.

NEW BUSINESS

It was moved, seconded, and carried to approve the following items as one:

Request to support Working Californians Research Fund with a contribution of $5,000 to the Annual Event on April 15, 2025

Request to support CHIRLA with a contribution of $5,000 to the International Workers Day March on May 1, 2025

Request to support Teamsters 848 with a contribution of $1,500 to their All Charities Fund Golf Tournament on May 2, 2025

Request to support LACDP with a contribution of $10,000 to their 2025 JFK Awards on May 22, 2025

Request to support LCLAA-LA with a contribution of $8,000 to their Golf Tournament and Fundraiser on May 29, 2025

Request to support Teamsters Joint Council 42 with a contribution of $9,000 to their Charity Fundraiser Dinner on May 31, 2025

Request to support the Chicano Moratorium Committee with a contribution of $500 to their 55th Annual Commemoration on September 6, 2025

Request to support Southwest Voter Registration Education Project (SVREP) with a contribution of $500 to their 51st Anniversary Dinner on August 21, 2025

It was moved, seconded, and carried to adjourn the meeting at 11:18 a.m.

Financial Report for March 2025

M/S/Passed

	Fed General	The People's Project (TPP)	Solidarity Fund	Building Association	Trust Fund	POLITICA COPE	Co
REVENUE							
Per Capita/Affiliate Fees	435,453.38	-	-	-	95.00	14,153.51	
Fundraising/Contributions	78,755.72	-	-				
Grant Revenue		-	-	-	-		
Interest		-	2,059.35		-	-	
Rental Income	-	-	-		-	-	
Other Income/Market Value Change	40.71	-	-	-	-		
Total Revenue	**514,249.81**	-	**2,059.35**	-	**95.00**	**14,153.51**	
EXPENSES							
Salaries	192,841.41		-	-	-	-	
Salary Related Expenses	43,849.56	-	-	-	-	-	
Conferences, Conventions, Meetings	43,495.90		-	-	-	-	
Annual Events	1,055.48		-	-		-	
Office & Administrative Expenses	29,361.77		-	3,947.42		5,566.43	
Professional Fees	51,685.61		-	-		5,901.65	
Program Expenses:							
The Peoples Project			-	-	-	-	
Organizing	1,875.81	-	-	-	-	-	
Strategic Campaigns	-	-	-	-	-		
Communications	889.95	-	-	-	-	-	
Contributions	45,000.00	-		-		-	
Other Expenses/Scholarship	50.00	-	-	-	598.00	-	
Office Upgrades/Improvements			-	-	-	-	
Total Expenses	**410,105.49**	-	-	**3,947.42**	**598.00**	**11,468.08**	
Net Increase / (Decrease)	**$ 104,144.32**	**$ -**	**$ 2,059.35**	**$ (3,947.42)**	**$ (503.00)**	**$ 2,685.43**	**$**
CASH FLOW							
Balance as of 2/28/25	2,837,223.68	45,767.12	949,685.63	194,468.99	96,012.42	477,292.39	
Net Increase / (Decrease)	104,144.32	-	2,059.35	(3,947.42)	(503.00)	2,685.43	
WAFD Balance as of 3/31/2025	298,883.97						
Preferred Bank, Restricted						633,333.07	
City National Bank				624,086.58			
United Business Bank			260,376.35				
Columbia Thread					71,015.44		
Other Interfund (Receivable) / Payable	-		-	-	-		
Cash Balance 3/31/25	**$ 3,240,251.97**	**$ 45,767.12**	**$ 1,212,121.33**	**$ 814,608.15**	**$ 166,524.86**	**$ 1,113,310.89**	**$**

Updated 4/16/2025, 4:55 PM

LOS ANGELES COUNTY FEDERATION OF LABOR AFL-CIO

KNOW YOUR RIGHTS: TRAIN THE TRAINER

DATE: WED. 04.30.25

TIME: 10:00 AM-12:30 PM

LOCATION:

THE LA FED
2130 JAMES M. WOOD BLVD.
LOS ANGELES, CA 90006

SCAN TO REGISTER

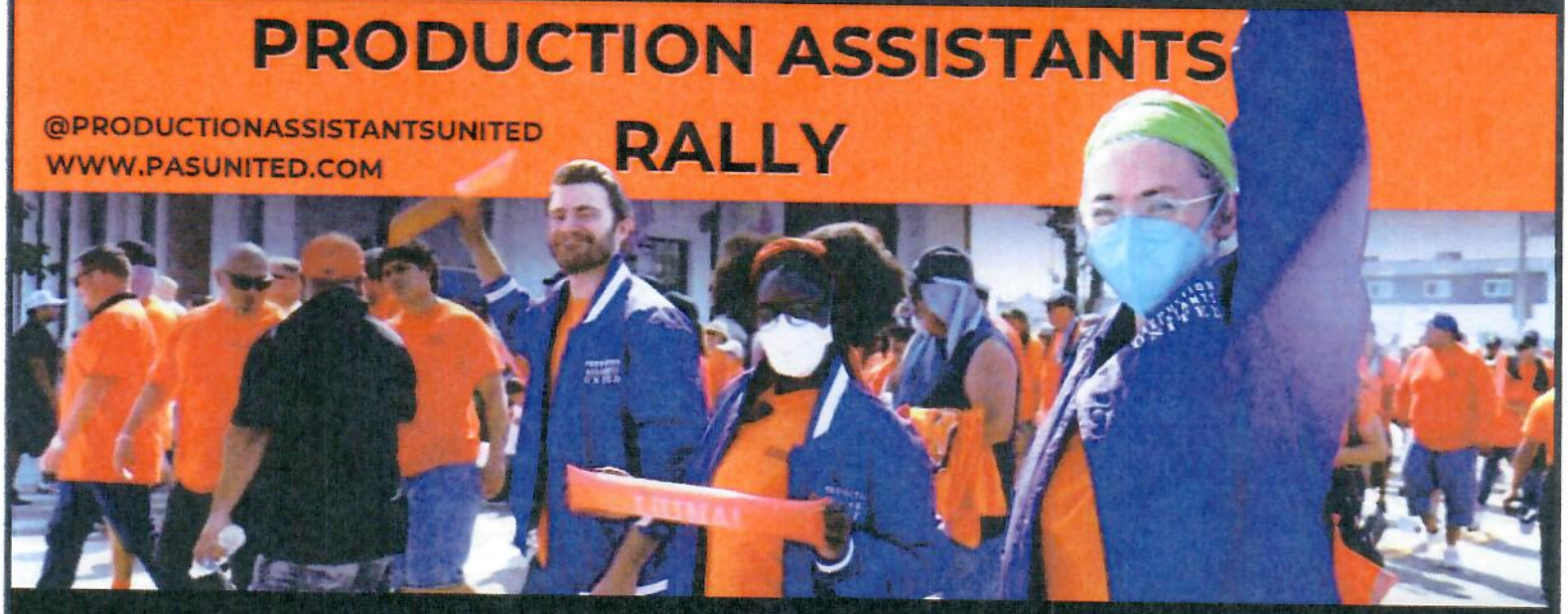
Join the Los Angeles County Federation of Labor's Organizing Department as they guide future Immigration Rights Trainers through the "Know Your Rights" Training. In this training they will receive training immigration resources, hands on exercises, and training role plays that will empower them to train their members in the event of an immigration raid.

For additional information, please contact Patricia Recinos at patricia@thelafed.org

ALLIED PRINTING TRADES UNION LABEL COUNCIL SOUTHERN CALIF. 260

PRODUCTION ASSISTANTS RALLY

@PRODUCTIONASSISTANTSUNITED
WWW.PASUNITED.COM



NEW RALLY DATE!

LINKTREE: SIGN CARD HERE

SUN, MAY 4TH

2:00 PM

I.A.T.S.E. LOCAL 80
2520 W OLIVE AVE
SUITE 200, BURBANK, CA 91505

LiUNA!
Feel the Power

PRODUCTION ASSISTANTS UNITED
LOCAL 724
POWERED BY LiUNA!

PAs JOIN THE UNION FIGHT



LABOR COMMUNITY SERVICES NEEDS YOUR HELP TO

STAMP OUT HUNGER

ADOPT A POST OFFICE!
SATURDAY, MAY 10TH
2:30 PM - 6:30 PM

HELP US STAMP OUT HUNGER IN OUR COMMUNITIES BY ADOPTING ONE OF OUR LOCAL POST OFFICES, WHERE FOOD WILL BE COLLECTED TO BE DELIVERED TO OUR WAREHOUSE WHERE IT WILL BE SORTED SO THAT IT CAN BE DISTRIBUTED TO FAMILIES WHO ARE FACING FOOD INSECURITY AND NEED ASSISTANCE.

Azusa
110 W. 6th Street
Azusa, CA 91702

Barrington
200 Barrington Ave
Los Angeles, CA 90049

Boyle Heights
2016 E. 1st Street
Los Angeles, CA 90033

Mar Vista
3826 Grandview Blvd
Los Angeles, CA 90066

Palms
3751 Motor Ave
Los Angeles, CA 90034

Walnut/Rowland Heights
280 Lemon Ave
Walnut, CA 91789

West LA/Rancho Park
11270 Exposition Blvd
Los Angeles, CA 90064

For Adopt a Post Office
Contact Norma López at (213) 276-3379

United Way

Los Angeles County Federation of Labor AFL-CIO

Labor Community Services

National Association of Letter Carriers Branch 24 Los Angeles

The Salvation Army



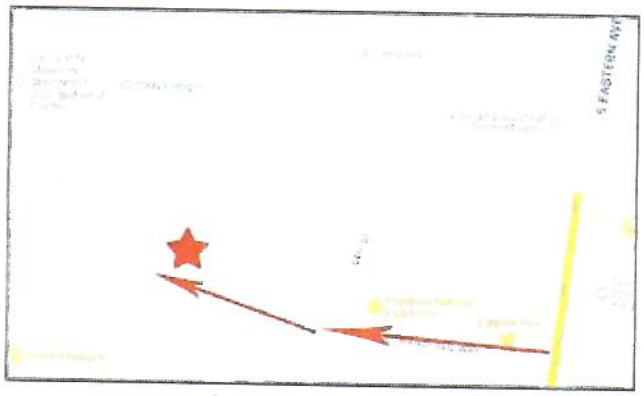
VOLUNTEER TRUCK DRIVERS NEEDED SATURDAY, MAY 10TH!

Labor Community Services needs you to

STAMP OUT HUNGER

1:00 PM - 8:00 PM

WITH YOUR HELP, WE WILL BE ABLE TO COLLECT DONATED FOOD FROM THROUGHOUT LOS ANGELES COUNTY THAT WILL HELP FAMILIES IN NEED OF FOOD ASSISTANCE



5600 RICKENBACKER RD.
BUILDING 1D
BELL, CA 90201

TAKE MANSFIELD WAY & CONTINUE ON THE ROAD TO WAREHOUSE

To Sign Up To Volunteer, Contact Marcos Juan
marcos@lcs-la.org | (323) 620-3030

United Way

Los Angeles County Federation of Labor

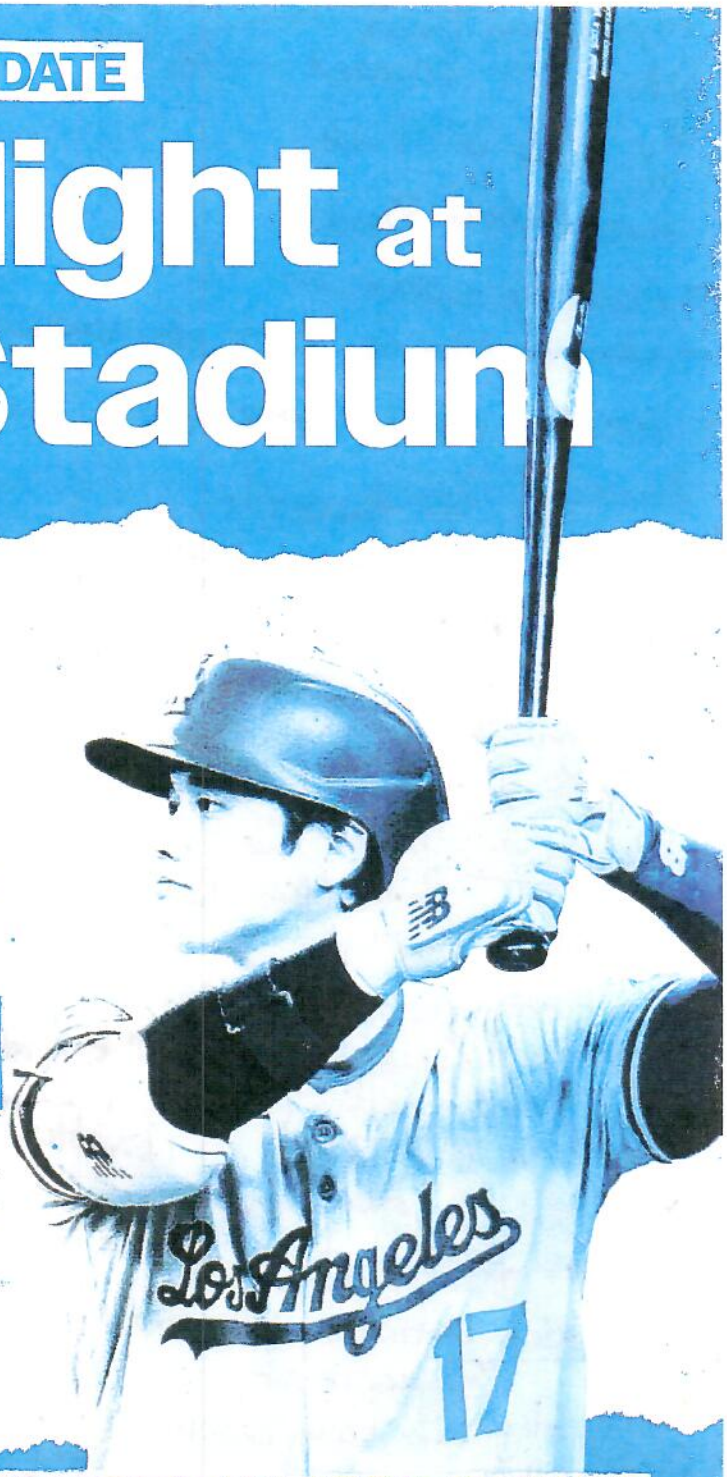
Labor Community Services Los Angeles

National Association of Letter Carriers Branch 24 Los Angeles

The Salvation Army

SAVE THE DATE

Union Night at Dodger Stadium



Join us as the Los Angeles Dodgers face the Arizona Diamondbacks

Saturday
August 30, 2025
6:10 PM






Let's Own Labor Day Weekend!

First pitch, ticket pricing, seating and swag options to come!

Labor 411 & Federation



LABOR COUNCIL FOR LATIN AMERICAN ADVANCEMENT

LCLAA LA SOMOS FAMILIA GOLF TOURNAMENT AND FUNDRAISER

THURSDAY, MAY 29TH

AT INDUSTRY HILLS GOLF CLUB

1 INDUSTRY HILLS PKWY, CITY OF INDUSTRY, CA 91744

QUESTIONS:

DELFINO DE LA CRUZ:
DDELACRUZ@LOCAL300.COM
213-305-5159

MOISES HERNANDEZ:
MOISES@LCLAALOSANGELES.ORG
562-676-8488

HOTEL INFORMATION

PACIFIC PALMS RESORT
1 INDUSTRY HILLS PKWY, CITY OF INDUSTRY, CA 91744
(626) 810-4455

A SPECIAL ROOM RATE OF $172 IS AVAILABLE WHEN YOU MENTION SOMOS FAMILIA GOLF TOURNAMENT

SUPPORT LOS ANGELES UNION GARMENT WORKERS

Sign Up With Our QR Code Below to Get Involved!



There's more to ethical merch than just a union bug.

Let's talk about what really supports our movement:
Union-made. Union-paid. Worker-led.

We're building something new in Los Angeles, and we want you involved.

Whether you're repping your local or standing in solidarity, your voice matters.

Join us in an effort to lift up workers and strengthen union power in LA's garment industry.

ARAMP
ALLIANCE FOR RESPONSIBLE APPAREL MANUFACTURING & PURCHASING

Labor 411
MAKING IT EASY TO SUPPORT GOOD JOBS
LOS ANGELES | SAN FRANCISCO | WASHINGTON, D.C. | PHILADELPHIA | NEW YORK



LOS ANGELES TRADE-TECHNICAL COLLEGE FOUNDATION CENTENNIAL CAMPAIGN

The LATTC Foundation fundraises to provide assistance to qualifying students with demonstrated financial hardship to help offset costs of textbooks, tools, equipment, and uniforms, preparing them to be workforce-ready upon graduation.

Mission: The Foundation endeavors to secure financial support and resources for the promotion of Los Angeles Trade-Technical College as a unique educational center focused on creativity, critical thinking, and experiential curricula. The Foundation assists in promoting and continuously improving the College as a valuable community resource for students seeking vocational and technical education, career advancement, and life-long learning opportunities.

The Los Angeles Trade-Technical College (LATTC) advances communities through pathways to academic, career, and transfer success that empower students to achieve career technical certificates, associate degrees, transfer, and employment.

Located just south of downtown Los Angeles, LATTC was established in 1925 and offers 80+ career-technical programs that move students into careers in two years or less. In addition to an unmatched selection of quality career programs, LATTC prepares students for transfer, with 18 CSU transfer degrees, and transfer guarantee programs with the University of California and local private and independent colleges and universities.

Who we serve: The LATTC Foundation provides financial assistance to qualifying students with demonstrated hardship, who would otherwise not receive support due to other budgetary limitations. While fees are low, and some government financial aid is available, the costs of textbooks, tools, equipment, and uniforms present a major barrier for students trying to complete their education.

- Nearly all students qualify for reduced tuition due to low income.
- A significant number of students are also challenged with homelessness.
- Many students work one or more jobs to support themselves and their families.

LATTC serves a unique population of students seeking new opportunities, including:
- GAIN/CalWORKs (welfare-to-work) students
- Emancipated foster youth
- Military veterans
- Disabled students
- Formerly incarcerated individuals

Support the next 100 Years of Student Success and Pathways:
https://lattcfoundation.nationbuilder.com/GIVE100

Checks – Donate by U.S. Mail Only: Please don't use FedEx, UPS, or other services.

Make Checks Payable To: L.A. Trade-Technical College Foundation
Mail to: LATTC FOUNDATION
400 W. Washington Blvd.
Los Angeles, CA 90015-4181

https://lattcfoundation.nationbuilder.com/

HeLLo SPRING

Welcome Spring! Let's celebrate new beginnings.

NAME: _____

MAILING ADDRESS:

_____

CITY: _____ STATE: ____ ZIP: _____

MOBILE: (____) _____ - _____

International or National Union: _____

EMAIL: _____

make check payable to: CLUW Los Angeles
Mail to: PO BOX 8111 Los Angeles, CA 90008

See reverse for membership options

Coalition of Labor Union Women

Membership Levels

SCAN ME

$35 NEW MEMBER

$50 REGULAR MEMBER

$50 ASSOCIATE MEMBER

$75 CONTRIBUTING MEMBER

$100 SUPPORTING MEMER

$150 SUSTAINING MEMBER

$15 RETIREE MEMBER

$15 STUDENT MEMBER

$15 UNEMPLOYED MEMBER

$1000 LIFETIME MEMBER (ONE-TIME FEE)

Labor Studies 127 (sec#25346)

WORKERS' COMPENSATION

Saturday, May 3 & 10, 2025

1 unit college credit - class 8:30am-5:20pm
Los Angeles Trade Technical College, F5 room 221

Instructors: Scott Ford & Cheryl Wallach

A Comprehensive Understanding of Worker's Compensation: covers all types of work-related injuries (cumulative and specific) and disabilities, the five benefits of workers' compensation, new and timely COVID-19 legislation, procedures for filing claims and appeals, and more. An essential Guide for Union Leaders, Reps, Stewards, Activists and Injured Workers. A critically important program to protect employees. Workers' Comp is also one of the most complex and politically-charged issue. To effectively represent members, union reps must be able to navigate the legal and administrative maze of state and federal laws and regulations.

This comprehensive In-Person class is an essential guide to the practices of California's workers comp system. ***Attorneys Scott Ford and Cheryl Wallach*** are certified by the California State Bar as Specialists in Workers' Compensation Law and have handled thousands of workers compensation cases and have trained hundreds of union members and leaders to identify unsafe workplace conditions. They will explain in plain English how to protect the job of injured workers and maximize their benefits.



Topics Include:
Repetitive Stress Injuries / Cumulative Trauma
Psychological / Emotional Disabilities
Exposure to Toxins
On the Job Claims
Discrimination
&
COVID-19 Claims

Call LATTC @ (213) 763-7129 for Enrollment Registration questions
Case Evaluation please call the Attorneys @ (213) 380-3140



New students must pre-enroll at least one week before the class starts, online at CCCApply:
https://www.opencccapply.net/gateway/apply?cccMisCode=746

ENROLLMENT FEES:

- $46/unit for California Residents
- $19/mandatory board of trustees/Student Health Fee (per semester)
- $2/semester ASO, student rep fee
- $7/semester ASO, student membership fee. Optional may "opt out"
- Make Checks payable to LATTC

Free Parking for weekend Labor Studies classes during class hours (parking pass emailed to student portal)

The Labor Center: Kathleen Yasuda, Director * Olga Garcia, Support Staff
400 W Washington Bl - Los Angeles - CA 90015 * (213) 763-7129 Laborcenter@lattc.edu

Los Angeles Trade Technical College

PLEASE POST

LS 114 - Workers' Legal Rights (class #25349)

Instructor: Josh Young, Attorney

1 unit of College Credit Class #25349
Labor Studies 114 - Workers' Legal Rights

May 31 & June 7, 2025 8:30am to 5:20pm
Los Angeles Trade Technical College
Building F5 - Room 221
** Must attend both Saturdays **

Federal and state laws protect workers but are not always understood or enforced. Know your rights at work and what to do when they're violated. LS 114 covers legal rights that protect workers in such areas as meal breaks, overtime, anti-discrimination, family leave and disability benefits.

TOPICS INCLUDE:

- Wrongful Discharge
- Family, Medical and Disability
- Employer Snooping
- Drug and Alcohol Testing
- Undocumented Workers
- Job Applicant Rights

*** **NEW students must pre-enroll ONLINE at the latest a week before class starts** ***

NEW students enroll online at: https://www.opencccapply.net/gateway/apply?cccMisCode=746

ENROLLMENT FEES:

- $46/unit for California Residents
- $19/semester (mandatory board of trustees) Student Health fee
- $2/semester ASO, student rep fee
- $7/semester ASO, student membership fee; optional may "opt out"
- Make Checks payable to LATTC

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