



# AFSCME LOCAL 114

June 5, 2019

Chris Dugovich, President  
AFSCME Council 2  
3305 Oakes Ave  
PO Box 750  
Everett, WA 98206-0750

RE: AFSCME WA Local 114 – Affiliate Review

This letter is in response to your letter of May 21, 2019 wherein you provided us with *preliminary findings* of the Affiliate Review that was recently conducted. Please be assured that the Executive Board of Local 114 has given each and every one of your concerns its due consideration. We appreciate that these are only your preliminary findings and are eager to supply any missing documents or clarify items of concern.

## **1. Difficulty in receiving documents**

We acknowledge there was difficulty in providing documents within the original timeline specified of 2 business days. Thank you for extending the timeline to 14 total days.

## **2. Significant wrongdoing in the lack of authorization of expenditures, failure to follow Local 114's constitution, inconsistent recordkeeping and conducting business without a quorum. Notable expenditures without authorization: Teamsters lease, payment to the Local's attorney, reimbursements, money transfers.**

### Quorum

The Executive Board was unaware of the need to specifically mention quorums in the minutes. As far as we're able to ascertain, that requirement is only located in the AFSCME Financial Standards Code. It's not mentioned in the constitutions, Roberts Rules of Order, the Trustees Audit Check List or AFSCME's recommended form for local minutes. None of our members nor any of our Council 2 Staff Representatives (O'Connor, Tharp, Miller or Thompson) have ever mentioned the requirement. Now that we know this, the Chair of the meeting will determine whether or not a quorum is present and the Secretary or designee will see that it is recorded in the minutes. (See more comments below under 6.)

### Lack of Authorization of Expenditures

Through a misunderstanding about who was providing the information, the leases with Teamsters 231 were not provided previously but are enclosed.

As was previously communicated to you, the contract with our attorneys contains protected attorney-client information.



## AFSCME LOCAL 114

### **3. No evidence that budgets were approved by the general membership and 2018 expenditures exceed budget.**

The local President is required to present the Budget to the Executive Board by November 30<sup>th</sup> of each year and the membership is to vote on it. The 2019 Budget was approved at the December 4, 2018 General Membership meeting, the meeting minutes state, "Budget-2019 Budget was voted and accepted by the E Board at the November Meeting." While there is no question in our minds of what the process is or that it was followed, unfortunately the wording in the Minutes isn't clear enough. (See more comments below under 6.)

### **4. Union dues reimbursements for officers did not have withholding taxes withheld, and there is a lack of proper reporting.**

This is an example of Local 114 attempting to follow guidance from a previous Staff Representative (O'Connor) who informed us that stating the reimbursement was for a combination of mileage & dues reimbursement was acceptable and negated the need for withholding or additional reporting. We plan to reevaluate our compensation to officers.

### **5. Reimbursements to officers or attendees to conferences, conventions and other items exceeded the \$500 Executive Board limit.**

There's not enough detail to provide a comprehensive answer. However, the Executive Board is aware of the \$500 limit on its ability to approve expenditures. That stated, there have also been occasions where an advisory vote for expenditures was requested from the Executive Board with the intention of seeking approval from the General Membership later, such as the Council 2 suggestion to make sure to send Local 114 representatives to the Boston convention. A lack of detail in the minutes may have made this advisory vote unclear. (See more comments below under 6.)

### **6. Strong Recommendations that there should be no Local 114 expenditures until the above issues are resolved, and that meetings should occur between Council 2 and the individuals in regards to the unauthorized reimbursements.**

The Executive Board recognizes the need to have better record keeping and to maintain the membership's confidence in the process and transparency of their Local's business. To that end, at the May 28, 2019 membership meeting, the concerns you listed in your letter were read to the membership and addressed. Additionally, a meeting of the Executive Board was called to specifically discuss your preliminary findings and draft this answer to Council 2 to assure you that your letter and the concerns raised were being addressed.

Despite our efforts to take this review and its preliminary findings seriously, Council 2 took it upon themselves to re-hash its mischaracterizations by sending the membership a memorandum (attached). This communication as well one-on-one written communication with our members is defamatory. This memo contains multiple errors. As you know, we have not had the opportunity to respond or discuss your preliminary findings until the writing of this letter.



## AFSCME LOCAL 114

There is no doubt that your aim is an attempt to derail Local 114's legitimate enforcement of its members rights rather than a proper review intended to assist Local 114. We have reason to doubt you have even engaged an outside CPA.

While individuals will be encouraged to make their own choices, it is the Executive Board's recommendation that any meetings to go over the results of the review be scheduled with the Executive Board as a whole. Meeting summons to Treasurer Wojciechowski is attached.

Sincerely,

/s/ Executive Board  
AFSCME Local 114

Attachments: Affiliate Review Request, Affiliate Review Preliminary Findings, Lease Agreements, Memo to members dated 6/3/2019, Minutes Feb 2019, Minutes March 2019, Minutes April 2019, Letter to Treasurer Wojciechowski.



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**AFSCME AFL-CIO**

Affiliated with:  
American Federation of State, County & Municipal Employees  
Washington State Labor Council

CHRIS DUGOVICH President/Executive Director

May 30, 2019

Andrew Wojciechowski  
Address On File

Andrew,

You are in receipt of Council 2's preliminary finding in regard to the review of Local 114 financial records.

In order to complete this process, we have a number of questions in regards to what we reviewed. As the Treasurer of Local 114 we are hopeful you can answer our questions.

This is an informal meeting with you, not a group or other individuals.

We would like this to take place at our Everett office and can arrange for after normal business hours if necessary.

Please contact Barbara Corcoran in our Everett office at 1-800-775-6418 or email at [barc@council2.com](mailto:barc@council2.com). We will expect to hear from you no-later than June 5<sup>th</sup> to schedule this meeting.

text

Sincerely,

**Chris Dugovich**  
President/Executive Director  
WASHINGTON STATE COUNCIL OF  
COUNTY AND CITY EMPLOYEES  
AFSCME, AFL-CIO

Cc: J. Pat Thompson, Deputy Director  
Ed Stemler, General Counsel

CD:bc



Jael <jaelraek@gmail.com>

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**CORRECTION - Local 114 Union Concerns**

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C2everett <C2everett@council2.com>

Mon, Jun 3, 2019 at 4:30 PM

**Correction – the current contract expires in 2019, not 2020 as stated below.**

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**From:** C2everett  
**Sent:** Monday, June 3, 2019 3:35 PM  
**Subject:** Local 114 Union Concerns



MEMORANDUM

**TO:** Local 114 Members

**FROM:** Chris Dugovich, President/Executive Director of Council 2

**DATE:** June 3, 2019

**RE:** Audit of Local 114

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The Bellingham City Employees Local 114 is made up of 351 individuals who work for the City. Currently it is being run by anywhere from 12 to 20 members (around 5% of your membership). Council 2 is the state entity that has for decades provided staff and resources to handle your workplace issues, grievances, and your contract negotiations.

***Because of concerns we heard from individuals, we conducted a review of Local 114 finances and procedures for authorizing expenses. While the records we obtained were not complete, there are dozens of questionable expenditures that we believe were not properly authorized by the Local 114 membership, as required by the Local's Bylaws. This includes \$12,000 paid to an attorney in Friday Harbor, who has done legal work for the strongly anti-union Freedom Foundation. The officers and the e-board have a copy of our preliminary findings.***

The audit also revealed that union business has been transacted without a constitutionally required quorum. For the record, the quorum is only 7% of the membership (approximately 27 members). Most recent meetings were far below that with a small group of members making decisions without the constitutionally required input from a quorum of the local's members.

Due to the ongoing difficult relationship between Council 2 and Local 114 leadership, last November I assigned our Deputy Director, Pat Thompson, to represent your Local Union's membership. Pat who has better than 30 years' experience, is having significant difficulty working productively with your leadership as he continues to encounter hostility.

This spring I arranged for our International Regional Director to come to Bellingham in an attempt to better the relationship between your local leadership and Council 2. Despite these steps, dysfunction continues.

In order for the Local to be successful, and to successfully negotiate a new contract when the current contract expires at the end of 2020, we need your involvement NOW. **The next announced Local meeting is scheduled for 5:00 pm Tuesday, June 11, 2019 at the Central Library downstairs meeting room.** We hope you will get involved and help ensure that your local is run with democratic involvement of the membership as the constitution requires. Please do not hesitate to contact me or Pat Thompson, Deputy Director of Council 2 at 1-800-775-6418 or [c2everett@council2.com](mailto:c2everett@council2.com).

CC: Ron Fredin, Council 2 Vice President  
Kathleen McConnell, Council 2 Secretary-Treasurer  
Ed Stemler, General Counsel



## GENERAL MEMBERSHIP MEETING MINUTES

February 15, 2019 @ 4:30PM  
1700 N State St Bellingham

President: Jael Komac

Vice President: Shayla Francis

Treasurer: Andy Wojciechowski (late)

SAA: Rene Sandoval

Secretary: Vacant

Staff Rep: Pat Thompson

*The meeting is being audio recorded. Please silence your cell phones.*

**Meeting started at 4:34pm**

### **New Business**

- Vice President appointment-Shayla Francis was appointed by acclamation. No other nominations were received.
- Announcement of vacancy for Secretary- President Komac announced the vacancy for secretary and will send out an email. Members will have 15 days to make nominations in writing to the email account.
- Council 2 scholarship information – packets are available for download/printing on the C2 website. ([www.council2.com](http://www.council2.com)) we also have a few paper copies available at this meeting.
- Treasurer's year-end report 2018. Report was given. Motion made to accept by Tom Veitch, Seconded by Kirk Juneau. Discussion. Motion Passed unanimously
- Legislative Weekend March 7-9 – Motion to approve lodging and usual & customary expenses for three people (Komac, Fredrickson, Leininger) who have expressed interested in going. Check on the website for registration information if you are interested. Motion made by Craig Marroy and seconded by Tom Veitch. Discussion. Motion passed unanimously
- LERA conference March 28 & 29 – Motion to approve lodging and usual & customary expenses for the conference. Two people are interested so far (Komac & Fredrickson). Registration is \$325 per person (early bird rate). Motion made by Rene Sandoval and seconded by Keith Fredrikson. Discussion about what "usual and customary" means. Lodging, per diem, mileage, etc. Motion passes unanimously
- January 2019 Minutes Approval – Motion made to approve by Rene Sandoval seconded by Tom Veitch. Discussion. Concern about the comment Pat Thompson made at the last meeting that "this union needs to get in line" or similar. Treasurer Andrew Wojciechowski made a friendly amendment regarding making sure that the minutes include the reasons why the meeting ended early and to describe the behavior exhibited by Pat Thompson. Rene Sandoval and Tom Veitch accepted the amendment. Motion carries unanimously. Minutes will be revised to incorporate more detail. The Eboard made a motion at their January meeting to preserve the recording so that is also available if needed as a resource.

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- Tyler Rouse asked about the non-essential vs essential employee debate. President Komac spoke about the history of bringing this up in bargaining every year without clarification from the City. PW Director Carlson sent out a very clear email about who could go home and who couldn't this time which made it more clear for Public Works in this last snow storm case. Who is "essential" is usually defined by the type of emergency. Mitch Roberts spoke of a situation in Parks where non-essential personnel were not told they could go home and were assigned tasks. Pat Thompson spoke about other municipalities and how people were sent home in those areas as well. Kirk Juneau brought up the term essential and non-essential for when the membership may be on strike in the future. Discussion ensued about the striking abilities of our union and the lack of a strike fund.
- The lease is due for renewal at the Labor Hall and we have members who have ADA needs. Our Local constitution also speaks to being ADA accessible, so President Komac is not feeling good about renewing in our current location (which is upstairs). She has received permission from the City for our Local to use the Library Lecture room for membership meetings. Motion made by Tyler Rouse not to renew the lease. Kirk Juneau seconded. Discussion. The lease expired Dec 2018. Motion carried unanimously

### **Old Business**

- Library Grievance Arbitration – Meeting scheduled for Feb 26<sup>th</sup> 5:30pm
- Museum – Feb 27<sup>th</sup> 8:30am The Union requested this meeting so that our members get as much information as possible about the decision to Privatize the Museum so that they can make a decision on whether to stay in a Union job or transition to the Foundation. Pat Thompson and President Komac are attending with the affected employees and the City to go over the options they have.
- Chief Shop Steward Nomination – has not been held yet.
- State Executive Board Nomination Process- Keith Fredrikson is running for a District 1 position on the board and is asking for information on the process. President Komac asked Pat Thompson for clarification on the process. How does Keith reach out to constituents? Will Council 2 provide contact information for Locals in our District?

Answer from Thompson: C2 does not give any information out to members about other members. Will Council 2 tell us what the names/numbers of the Locals are within Council 2? Answer from Thompson: No.

Clarification from Member Mitch Roberts that no one is asking anyone from Council 2 to help Keith get elected, we are just asking for help in understanding the process.

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Answer from Thompson: You've heard my answer. I'm not helping you because no one from Council 2 helps anyone get elected to the State Council. VP Francis explained to Pat Thompson that she is confused, because previous Staff Rep O'Connor asked Matt Wilson (previous Local president) to run for the Eboard and helped him get elected by introducing him to voting members at events.

Answer from Thompson: I don't know what staff members have done but it's against our policy. A member asked to see the policy.

Answer from Thompson: No. The Call to Convention packet will have the information of how to run in them.

In summary, Pat Thompson refused to assist in giving the information to Keith or telling him how to announce his candidacy to members.

Motion made to clear the room of all non-city employees made by Tom Veitch; seconded by Kirk Juneau. Motion passed

Pat Thompson refused to leave. Discussion. He was asked by SAA Sandoval to leave. Discussion. Pat Thompson suggested that we wait until the meeting is over and then talk about whatever we want. President Komac asked Pat Thompson for his help in restoring order to the meeting and expressed the desire of the Local to remain autonomous and for him to please not interfere with the chairing of the meeting. She repeated that the desire of the membership was to clear the room of all non-city of Bellingham employees and again asked Pat to leave. Pat Thompson became verbally aggressive, disparaging the Local President and lunging forward in his chair. Five to Six members rose in a defensive posture creating a wall between Pat Thompson and the President and VP, seated at the front of the room.

At one point during the situation, a member asked the chair of the meeting what to do and due to the threatening nature of the situation, President Komac suggested calling 911. At this point, Pat Thompson left the room, disparaging President Komac and the local officers and past staff reps (by name) on the way to the doorway. It was clear his intent was to remain at the doorway so two members took it upon themselves to escort him to the parking lot. When they returned, they reported that he spoke disparagingly of the officers, the Local and of past staff rep Dean Tharp. Stating that this situation was all his fault and that we were "on an island".

The membership was quite shaken by the situation and took a short break to regain composure.

- Information Request to Council 2- The request has had no response and at the last membership meeting Pat Thompson said that Council 2 will never respond to the request. Reminder that

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Brother Maycock from Local 1849 made his request as an individual. We sent our information at the request of our membership, as a Local. President Komac has been in contact with attorneys to seek legal advice and the Eboard was invited to participate in a phone conference with those attorneys. They suggested that the Local should attempt to intervene into Brother Maycock's appeal first to handle this internally. Wait for the response and if this was not successful then our only recourse was to file a motion in court to compel Council 2 to give us the information requested. Discussion. We are not alleging that anything is necessarily being done illegally by Council 2 but members of Local 114 believe that we are paying dues and we are entitled to financial information about this Council.

- Motion made by Craig Marroy to write Brother Maycock a check for \$400 to help with the \$800+ purchase of the transcript of his recent judicial panel hearing so that we can have access to it for our review. Seconded by Keith Fredrikson. Motion carried unanimously
- Motion made by Rene Sandoval to hire the attorneys for up to 40 hrs to pursue intervening in Brother Maycock's judicial panel case and to file motions in court so that we can seek relief from the Courts to move forward with Council 2 information request. Seconded by Keith Fredrikson. Discussion about cost or how many hours it will take; we need professional help since C2's behavior is becoming increasingly irrational; consideration that C2 could retaliate and/or put us into administratorship; should we attempt to file our own judicial panel charges. Friendly amendment made by Kirk Juneau to take \$12,000 out of our accounts and put it in retainage with the attorney.

Friendly amendment accepted by Rene Sandoval and seconded by Keith Fredrikson. Discussion on logistics and the threat of retaliation. Motion carries unanimously.

### Committee Reports

Civil Service – meetings have been cancelled	LMC - March 4 <sup>th</sup> meeting scheduled City: Parks uniforms; 114-Essential personnel; Central Safety; Mitch will ask Parks members to email their concerns.	Safety - No meeting scheduled
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- Good and Welfare –Tim Morse. Accidental and tragic death of Daughter. Motion made for \$50 from the Union and take up a collection made by Rene Sandoval. Seconded by Andy Wojciechowski. Motion passed unanimously

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Meeting adjourned 7:13pm

Respectfully submitted,

Shayla Francis, Vice President

Date approved by membership:

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## GENERAL MEMBERSHIP MEETING MINUTES MARCH 5, 2019 @ 5:45PM 1700 N State St Bellingham

President: Jael Komac

Vice President: Shayla Francis

Treasurer: Andy Wojciechowski

SAA: Rene Sandoval

Secretary: Vacant

Staff Rep: Pat Thompson (absent)

*The meeting is being audio recorded. Please silence your cell phones.*

### **New Business**

- Pat Thompson has been assigned as our staff rep. We have been told that Council 2 has hired someone to take Matt Miller's place but that they will not be assigned to our Local because of our behavior and no one will take the job because of us.
- An AFSCME International representative named Walter Blair out of Los Angeles called President Komac on the afternoon of February 22, 2019 and requested a meeting with her the week of march on March 11 to discuss a complaint that he received from Council 2 that we have violated the International Constitution by "kicking out" our business rep from the February membership meeting. He stated during the phone call that our business rep can attend any meeting of an affiliated local.  
Discussion centers around a Local 114 member making a motion and the membership approving that non-City of Bellingham Employees leave the room for discussion of an item at the Feb 15 meeting. President Komac has asked the representative from AFSCME International via email to provide her with the specific International Constitution Article that was violated and there has been no response. She called the contact number she was given and the person that answered told her it was a wrong number. No further information has been given. Discussion. When asked to clarify why he made the motion at the February meeting, Member Tom Veitch explained that he made the motion because when the same subject was discussed at the January 2019 meeting Pat Thompson behaved inappropriately by verbally attacking elected officers of the local and caused so much discomfort that the meeting had to be ended early. He didn't want that to happen again. No location for the meeting has been given but as soon as one is provided, the membership will be informed via email and invited. The meeting will take place on March 13 @ 5:30pm.

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- Meeting Location change - Starting on April 2, our meetings will now be held in the Library Conference room, lower level. Discussion. We are awaiting the results of a membership poll using Social Media to see if the start time will be at 5pm or 6pm. The Eboard will decide the start time at their next meeting after receiving feedback from our members. As previously discussed, we have given notice to vacate our office at 1700 N State St. During negotiations, Council 2 had offered to pay for our rent but after our staff rep Matt Miller quit in the fall that offer was withdrawn for unknown reasons. Office/meeting space on the ground floor is expensive and is hard to find right now. We were recently told that Council 2 closed their office which was located in Bellingham Towers.

### **Old Business**

- Library Grievance Arbitration – A meeting was held with Council 2 Attorney Stemler on Feb 26 – our staff rep did not attend as planned and did not tell us why. We are awaiting an email from the attorney which itemizes the issues he thinks the grievance has. President Komac has a packet of information for consideration for our staff rep but he isn't here at the meeting to take it and since the Bellingham office no longer exists there is nowhere to leave it as in the past. She will contact him to arrange for pick up.
- Museum – Meeting has been re-scheduled by the City from Feb 27<sup>th</sup> to March 22<sup>nd</sup> @ 8:30am due to the Library Director being on leave.
- Council 2 Scholarships – Info is on website including deadlines. President Komac also has packets at her desk at Public Works Ops in case anyone wants to stop by to get one.
- Secretary Vacancy – VP Francis recently vacated the position, Email your nominations by March 22, 2019
- Municipal Court – mandatory meetings during lunch breaks. Steward Powers will follow up with our MC members ASAP.

### **Good and Welfare**

Discussion of a prior motion for Tim Morse. The membership is considering revising this motion so we will stand by for an update at a future meeting.

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### **Committee Reports**

-Civil Service: It is next week, no packet has been received yet.

-Labor Management: We discussed yesterday's meeting which included Central Safety, Parks Uniforms, Temporary employees and the recent snow event in which the city required our Library members to be deemed "essential".

-Safety: Report from Ted Carlson at LMC that they are working on reestablishing this.

Respectfully Submitted,

Jael Komac, President

*Date approved by membership:*



## GENERAL MEMBERSHIP MEETING MINUTES

April 9, 2019 @ 5:00PM  
Library Lecture Room

President: Jael Komac

Vice President: Shayla Francis

Treasurer: Andy Wojciechowski

SAA: Rene Sandoval

Secretary: Vacant

Staff Rep: Pat Thompson

*The meeting is being audio recorded. Please silence your cell phones.*

### Correspondence

Matt Miller Resignation Letter- motion made to read letter by Craig Marroy, second by Donna Graddock. Discussion. Pat Thompson asked for the letter not to be read. Pat objects to motive. Discussion. Andy Wojciechowski explains to Pat that our local has a history of reading all correspondence, usually without comment. Vote to read the letter passes unanimously. President Komac read the letter (Pat Thompson left room during the reading of the letter).

Motion to read rebuttal letter provided by Council 2 staff association. Motion made by Tami Miller; second by Donna Graddock. Motion carried. Letter read by President Komac.

### New Business

Maycock Appeal to International - Judicial panel appeal was heard the full judicial panel has sustained the trial officer's decision 8-0. Local 114 tried to intervene in the case per the memberships request and was denied. President Komac was told by Judicial Panel person Abelson a substantially similar case filed on our own would not be recognized because it was too similar to Maycock's request. Discussion.

Meeting schedule 2019 - Wrapped up lease at the office at the Teamsters union temple on good terms. Our staff rep recommended that we use a city facility for our meetings because there would be no cost. We also need ADA accessibility. We normally skip the months of July and August for General Membership Meetings. Does the Local want to do it that way this year? Motion made by Tami Miller, second by Donna Graddock to meet monthly at 5:00pm for the general membership and 6pm for the Eboard. Motion carried unanimously. Tyler Rouse suggested a list of dates to be posted for the Union boards.

Call to Convention 2019 – President Komac received a memo at her home from Council 2 that doesn't seem to be a real call to convention. The convention is at

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Tulalip Resort on June 28-30 at 9am. Very little information was given in the memo. President Komac asked Pat Thompson why we were not notified of the number of delegates or within the proper time frame. He stated that the International had not given Council 2 the per capita report yet so that is why. Please email the Union email account to let us know if you are interested in attending the convention this year.

Fire Dept L & I violation appeal-our member was injured when responded to a trouble call. The city was fined and contested the amount of the fine (\$1200). Andy asked Craig if there was any talk of preventing this from happening again. Some discussion at central safety that was positive to our member but no decision was made.

Mitch Roberts brought up Parks having job audits denied because management has rewritten the job descriptions without telling members. Karen asked where the civil service documents are and why the civil service rep wasn't notified. Pat Thompson stated changing of a job description are a point of bargaining. He will assist by gathering from the City all job descriptions, classifications and the dates of changes to them over the years.

### **Old Business**

Library Grievance Arbitration- Pat Thompson said the issue has gone on for long time and handed out email chain. Jael stated the Local membership has worked hard on this issue. Amy stated it is a team effort from everyone involved. Jael stated she has had contact with the Council 2 attorney, Ed Stemler, and Pat Thompson giving them information. Stemler has written a letter to the Local and has demanded that President Komac respond. President Komac does not think it is the responsibility of the local volunteers to respond but this is the duty of the Council 2 staff rep to take the lead in writing the response. She feels the duty of fair representation is at stake here. One staff rep wrote the grievance; the second supported it fully, taking it though mediation; and the third thinks it has absolutely no merit and wants the Local President to rebut the City's arguments. Pat Thompson feels badly this issue has gone on this long and states that the former staff reps hid these issues from Council 2 and he just became aware of it. Pat Thompson states the relationship between Council 2 and Local 114 has become intolerable and states that Council 2 is considering waiving the right to representation of Local 114. Member asks how Council 2 plans to do that. Pat Thompson states that all they need to do is write a letter to PERC and they are done.

Museum-City is moving aggressively to privatize the museum. The City has states that members need to choose between the foundation and a position in the city. The union suggested a meeting with Pat, HR and a rep from the museum foundation and that hasn't taken place yet. The purpose would be to discuss internal issues that may be affecting our member's decisions. Take away: members

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would be transitioned into other city positions. Council 2 sees this as an opportunity to mitigate employees future with the city or museum. President Komac asked could Pat Thompson could help the Foundation unionize if they wished. Pat: Could unionize but would have to be teamsters or equivalent as Council 2 does not represent private employers.

Central Safety-First meeting in over 2 years was had on April 17<sup>th</sup>. Craig: Thank you Jael and leadership for pushing this in bargaining. And also Ted Carlson. The plan is to meet quarterly or if there is a major issue.

New employee orientation - 3 to 5 people are starting each month and the union is invited by the City to the orientation. Pat explained he has discussed the issue with the employer and the contract offers time they can do with 4 hrs collectively to administer issues directly related to the contract.

### **Good and Welfare**

Jodi Moline-Motion made by Jael to give standard retirement gift, second by Karen Powers. Motion carried unanimously

### **Committee Reports**

Civil Service – Meeting is April 10 <sup>th</sup> and we have a member appealing a job audit.	LMC - No meeting schedule	Safety – see above
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**Adjourned: 6:24pm**

Respectfully submitted,

Shayla Francis,  
Vice President



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**COUNCIL OF COUNTY AND CITY EMPLOYEES**  
**AFSCME AFL-CIO**

Affiliated with:  
American Federation of State, County & Municipal Employees  
Washington State Labor Council

April 12, 2019

CHRIS DUGOVICH President/Executive Director

Jael Komac President  
Shayla Francis, Vice-President  
Andrew Wojciechowski, Treasurer  
AFSCME WA Local 114  
Address On File

RE: AFSCME WA Local 114 - Affiliate Review

Jael, Shayla and Andrew:

AFSCME WA Council 2 in accordance with Article IX, Section 31 of the International Constitution, has scheduled a review of AFSCME WA Local 114. The items listed below will need to be available to be picked up or delivered to Council 2 no later than Wednesday April 17<sup>th</sup>. Please call Barbara Corcoran at 1-800-775-6418 or email her at [barc@council2.com](mailto:barc@council2.com). The review will cover the time period 1/1/2017 through the present.

Based on the initial review of this information we may expand the scope as needed.

Please arrange to have the following records available for review:

1. All accounting records, including any electronic/computerized accounting data or manual records, such as general ledgers, cash receipts and disbursements journals, etc. for the period January 1, 2017 through the present.
2. Bank statements, canceled checks (or copies of canceled checks-front and back), deposit slips and bank reconciliations for all bank accounts for the period January 1, 2017 through the present.
3. Paid bills, including expense reports and records of payments to local officers and staff and all supporting documentation for these payments for 2017 through the present.
4. All union credit card statements if any, including quarterly and annual summaries for 2017 through the present.
5. Any contracts with attorneys, consultants and any other vendors that provided professional services.
6. Records of salary, stipends, and lost time payments, such as payroll registers for 2017 through the present.

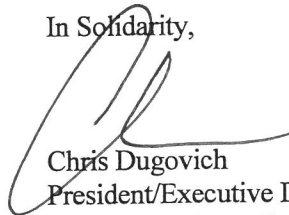
7. If any officers are compensated a copy of any policies governing their compensation if applicable.
8. Any IRS Form W-2s, W-3 and/or 1099s for any officers or members for 2017 and 2018. Please also include Surety Bonds Report filed for 2017, 2018 and 2019.
9. Monthly financial reports, Local 114 budget and copies of Trustee Audit reports and CPA audits if applicable for the year 2017 through the present.
10. Supporting documentation for all deposits and payments for the period January 2017 through the present including dues related.
11. Minutes of executive board meeting and membership meetings for the period January 2017 through the present. Documentation that a Quorum was present to conduct business.

The actual review and audit will be conducted by Todd Stokes, CPA of the firm Lindquist LLP and assisted by Council 2 Staff.

Any documents that are in electronic format can be emailed to [barc@council2.com](mailto:barc@council2.com). The auditors may have questions during the review and audit and will be in contact prior to the completion of this process.

We appreciate your cooperation in assisting our staff in completing the review of AFSCME WA Local 114. Please contact us at 1-800-775-6418 should you have any further questions.

In Solidarity,



Chris Dugovich  
President/Executive Director  
Washington State Council of  
County and City Employees  
AFSCME, AFL-CIO

cc: Ron Fredin, Council 2 Vice-President  
Kathleen McConnell, Council 2 Secretary-Treasurer  
Ed Stemler, Council 2 General Counsel  
J. Pat Thompson, Council 2 Deputy Director

This Commercial Lease is hereby made between Teamsters Union Local 231, the "Lessor," and

AFSCME Local #114 , the "Lessee," concerning Room # 204 B , the "Premises."

1. Term and Rent. Lessor will lease the above Premises for a term of twelve (12) months, beginning on January 1 , 2018 and ending on December 31 , 2018 , at the monthly rent of \$ 225.00 , payable by the 10<sup>th</sup> of each month, during the term of the lease. All rental payments shall be made to Lessor, at the following address:

Teamsters Local 231 PO Box H Bellingham WA 98227 Phone: 360.734.7780

Lessee address for correspondence: \_\_\_\_\_

Lessee Contact Name & phone number: Kirk Juneau 360.224.4461

2. Deposit. A Deposit fee of \$ 225.00 was paid on September 17, 2015 and remains on record. It will be refunded in full upon termination of this lease and after Lessee has moved out of the Premises provided that the Premises are left in good and clean order, all Lessee contents removed, and all Lessor property returned.
3. Use. Lessee shall use and occupy the Premises for business purposes only.
4. Care and Maintenance of Premises. Lessee acknowledges that the Premises are in good order and repair and at his own expense and at all times, maintain the Premises in good, safe and clean condition. Lessee shall be responsible for repairs required due to negligence. Lessee is responsible for notifying Lessor of any malfunctioning items such as light ballasts or bulbs, toilets, faucets, thermostat or improper heating and cooling, etc; water leakage of any kind, broken windows/doors so that Lessor may schedule repair work timely and avoid further damage. Lessor shall be responsible for repairs to the roof, exterior walls/doors, windows, structural foundations, HVAC units, electrical wiring and plumbing. Lessee shall not, without first obtaining the written consent of Lessor, make any alterations or additions, in, to, or about the Premises.
5. Utilities. Included with the office rent is power, heating & cooling, water, and garbage. Lessee is responsible for telephone, internet, cable services, or any other services.
6. Insurance. Lessee is responsible for carrying insurance for the contents brought into the Premises. Lessor is responsible for carrying liability insurance on the building and land.
7. Ordinances and Statutes. Lessee shall comply with all statutes, ordinances, and requirements of all municipal, state, and federal authorities having jurisdiction over the Premises.

8. Meeting Hall(s). Keys for the meeting rooms and to the video room (TV/DVD player) are available on a reservation basis in the Teamster Office and must be returned as soon as your meetings are concluded so that other tenants are not inconvenienced by lack of access. There is a mail slot to the right of the Teamster front door on the bottom to return keys after hours.

After each use, the meeting halls will be cleaned by the Lessee: tables wiped clean; garbage taken down to the dumpster especially food items; cardboard placed in a recycle bin (located in the upstairs kitchen or outside by the back door of the Teamsters); and furniture put back in order. A picture of how the furniture is to be arranged is posted in each room for reference. When moving furniture, either to fit your needs or moving back in place when finished, do not drag the furniture as this marks the floor and damages the tiles as well. Lessee agrees to pay a Cleaning/Arranging Fee of \$50.00 each time the room is left disorderly. These rooms will be checked after each meeting by the Lessor.

All doors are to be locked before leaving including the entrance door to the second level where the meeting rooms are located. The upstairs back door is an emergency exit door only.

This Agreement shall continue in full force and effect from month to month thereafter unless written notice of desire to terminate the Agreement is served by the Lessee 60 days prior to the date of expiration. In that event, written notice of desire to vacate shall be received 20 days prior to date of departure. All property of the Lessee will be removed by the Lessee and all property belonging to the Lessor including keys will be returned. Costs of any cleaning, garbage removal, rekeying locks if keys are not returned will be paid or reimbursed by the Lessee.

Key sets include key to Room # 204 A & B and key to entrance door of second level of building.  
(SKD 3 & SKD 9) (UP 3)

Subsequent requests for key sets must be made by: \_\_\_\_\_  
Lessee name(s)

No. of key sets currently checked out: 4 full sets (by Jael Komac)

This Lease shall be binding upon, and inure to the benefit of, the parties, their heirs, successors, and assigns.

Signed this 16<sup>th</sup> day of January, 2018.

Richard J. Ewing 1-3-18  
Signature of Lessor

Richard J Ewing, Secretary-Treasurer  
Print Name & Title

[Handwritten Signature]  
Signature of Lessee

Kirk Juneau, President  
Print Name & Title

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Print Name & Title

This Commercial Lease is hereby made between Teamsters Union Local 231, the "Lessor," and AFSCME Local #114, the "Lessee," concerning Room # 204 B, the "Premises."

1. Term and Rent. Lessor will lease the above Premises for a term of four (4) months, beginning on September 1, 2017 and ending on December 31, 2017, at the monthly rent of \$ 225.00, payable by the 10<sup>th</sup> of each month, during the term of the lease. All rental payments shall be made to Lessor, at the following address:

Teamsters Local 231 PO Box H Bellingham WA 98227 Phone: 360.734.7780

Lessee address for correspondence: PO Box 1784 Bellingham WA 98226

Lessee Contact Name & phone number: Jael Komac 360.820.5235

2. Deposit. A Deposit fee of \$ 225.00 was paid on September 17, 2015 and remains on record. It will be refunded in full upon termination of this lease and after Lessee has moved out of the Premises provided that the Premises are left in good and clean order, all Lessee contents removed, and all Lessor property returned.
3. Use. Lessee shall use and occupy the Premises for business purposes only.
4. Care and Maintenance of Premises. Lessee acknowledges that the Premises are in good order and repair and at his own expense and at all times, maintain the Premises in good, safe and clean condition. Lessee shall be responsible for repairs required due to negligence. Lessee is responsible for notifying Lessor of any malfunctioning items such as light ballasts or bulbs, toilets, faucets, thermostat or improper heating and cooling, etc; water leakage of any kind, broken windows/doors so that Lessor may schedule repair work timely and avoid further damage. Lessor shall be responsible for repairs to the roof, exterior walls/doors, windows, structural foundations, HVAC units, electrical wiring and plumbing. Lessee shall not, without first obtaining the written consent of Lessor, make any alterations or additions, in, to, or about the Premises.
5. Utilities. Included with the office rent is power, heating & cooling, water, and garbage. Lessee is responsible for telephone, internet, cable services, or any other services.
6. Insurance. Lessee is responsible for carrying insurance for the contents brought into the Premises. Lessor is responsible for carrying liability insurance on the building and land.
7. Ordinances and Statutes. Lessee shall comply with all statutes, ordinances, and requirements of all municipal, state, and federal authorities having jurisdiction over the Premises.

8. Meeting Hall(s). Keys for the meeting rooms and to the video room (TV/DVD player) are available on a reservation basis in the Teamster Office and must be returned as soon as your meetings are concluded so that other tenants are not inconvenienced by lack of access. There is a mail slot to the right of the Teamster front door on the bottom to return keys after hours.

After each use, the meeting halls will be cleaned by the Lessee: tables wiped clean; garbage taken down to the dumpster especially food items; cardboard placed in a recycle bin (located in the upstairs kitchen or outside by the back door of the Teamsters); and furniture put back in order. A picture of how the furniture is to be arranged is posted in each room for reference. When moving furniture, either to fit your needs or moving back in place when finished, do not drag the furniture as this marks the floor and damages the tiles as well. Lessee agrees to pay a Cleaning/Arranging Fee of \$50.00 each time the room is left disorderly. These rooms will be checked after each meeting by the Lessor.

All doors are to be locked before leaving including the entrance door to the second level where the meeting rooms are located. The upstairs back door is an emergency exit door only.

This Agreement shall continue in full force and effect from month to month thereafter unless written notice of desire to terminate the Agreement is served by the Lessee 60 days prior to the date of expiration. In that event, written notice of desire to vacate shall be received 20 days prior to date of departure. All property of the Lessee will be removed by the Lessee and all property belonging to the Lessor including keys will be returned. Costs of any cleaning, garbage removal, rekeying locks if keys are not returned will be paid or reimbursed by the Lessee.

Key sets include key to Room # 204 A & B and key to entrance door of second level of building.  
(SKD 3 & SKD 9) (UP 3)

Subsequent requests for key sets must be made by: Jael Komac,  
Lessee name(s)

No. of key sets currently checked out: 4 full sets

This Lease shall be binding upon, and inure to the benefit of, the parties, their heirs, successors, and assigns.

Signed this 30th day of September, 2017.

*Richard J. Ewing*  
Signature of Lessor

Richard J Ewing, Secretary-Treasurer  
Print Name & Title

*J Komac*  
Signature of Lessee

Jael Komac, President  
Print Name & Title

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Print Name & Title

This Commercial Lease is hereby made between Teamsters Union Local 231, the "Lessor," and AFSCME Local #114, the "Lessee," concerning Room # 204 B, the "Premises."

1. Term and Rent. Lessor will lease the above Premises for a term of twelve (12) months, beginning on September 1, 2016 and ending on August 31, 2017, at the monthly rent of \$ 225.00, payable by the 10<sup>th</sup> of each month, during the term of the lease. All rental payments shall be made to Lessor, at the following address:

Teamsters Local 231 PO Box H Bellingham WA 98227 Phone: 360.734.7780

Lessee address for correspondence: PO Box 1784 Bellingham WA 98226

Lessee Contact Name & phone number: Jael Komac 360.820.5235

2. Deposit. A Deposit fee of \$ 225.00 was paid on September 17, 2015 and remains on record. It will be refunded in full upon termination of this lease and after Lessee has moved out of the Premises provided that the Premises are left in good and clean order, all Lessee contents removed, and all Lessor property returned.
3. Use. Lessee shall use and occupy the Premises for business purposes only.
4. Care and Maintenance of Premises. Lessee acknowledges that the Premises are in good order and repair and at his own expense and at all times, maintain the Premises in good, safe and clean condition. Lessee shall be responsible for repairs required due to negligence. Lessee is responsible for notifying Lessor of any malfunctioning items such as light ballasts or bulbs, toilets, faucets, thermostat or improper heating and cooling, etc; water leakage of any kind, broken windows/doors so that Lessor may schedule repair work timely and avoid further damage. Lessor shall be responsible for repairs to the roof, exterior walls/doors, windows, structural foundations, HVAC units, electrical wiring and plumbing. Lessee shall not, without first obtaining the written consent of Lessor, make any alterations or additions, in, to, or about the Premises.
5. Utilities. Included with the office rent is power, heating & cooling, water, and garbage. Lessee is responsible for telephone, internet, cable services, or any other services.
6. Insurance. Lessee is responsible for carrying insurance for the contents brought into the Premises. Lessor is responsible for carrying liability insurance on the building and land.
7. Ordinances and Statutes. Lessee shall comply with all statutes, ordinances, and requirements of all municipal, state, and federal authorities having jurisdiction over the Premises.



8. Meeting Hall(s). Keys for the meeting rooms and to the video room (TV/DVD player) are available on a reservation basis in the Teamster Office and must be returned as soon as your meetings are concluded so that other tenants are not inconvenienced by lack of access. There is a mail slot to the right of the Teamster front door on the bottom to return keys after hours.

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Key sets include key to Room # 204 A & B and key to entrance door of second level of building.  
(SKD 3 & SKD 9) (UP 3)

Subsequent requests for key sets must be made by: Jael Komac,  
Lessee name(s)


No. of key sets currently checked out: 4 full sets

This Lease shall be binding upon, and inure to the benefit of, the parties, their heirs, successors, and assigns.

Signed this 20th day of September, 2016.

  
Signature of Lessor

Richard J Ewing, Secretary-Treasurer  
Print Name & Title

  
Signature of Lessee

Jael Komac, President  
Print Name & Title

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Print Name & Title