

GAO Employees Organization Interim Council (IC) Meeting Minutes

Wednesday, April 30, 2008
3:30 PM EDT/12:30 PM PDT GAO HQ Room 2T59

Chair: Ron La Due Lake
Secretary: Lise Levie

I. Administrative Items

Twenty-seven of the thirty-nine interim council members attended at least part of the meeting. (see attachment 1 for roster) No guests were identified at the meeting.

II. Approval of Agenda

Proposed agenda was approved with a change in order to allow Scott Borre to present a proposal in time to catch a flight. (see attachment 2 for approved agenda)

III. Approval of Minutes from prior meetings

Minutes from April 23 IC meeting were approved with correction of the spelling of Ethan Ickzovitz's name.

IV. Action Items

Scott Borre proposed that the IC establish a group to address GAO evaluation of performance management system. The group would be different from those on the bargaining committee. There was discussion about the mission and composition of the group and its relationship to the bargaining committee. Ron La Due Lake proposed that a group of people work with Scott to develop of more detailed proposal and bring it back to the IC next week. Included in the proposal should be a suggested representative for the May 12 management meeting on the performance management design. People who are interested in participating should contact Scott. Proposal passed by voice vote with no dissention.

Rules Committee proposals

A. Open Forum Proposal

Lorene Sarne presented a proposal from the rules committee for an open forum for bargaining unit members at IC meetings. In response to concern expressed about the need to be clear as to what union website was referenced in the proposal it was amended to specify that the agenda would be posted at www.gaoanalysts.org. After extensive discussion of the relative merits of an open forum and suggestions for being more specific about issues such as time limits and advance notice of intent to speak, the proposal as amended was voted on by voice vote. It passed with 2 members expressing opposition. (see attachment 3 for approved proposal.)

B. Election Procedures for Bargaining, Communications, and Rules Committees

Mark Ryan presented a proposal from the rules committee for election of members to the newly formed bargaining committee and for vacancies on the communications and rules committees. After a discussion about possible openings on other committees an opening on the grievance committee was added to the list. With the understanding that Nancy Zearfoss was interested volunteering for the grievance committee, Mark Ryan

was identified as the point person for a possible election for that committee. The proposal passed by voice vote with no opposition. (See attachment 4 for approved motion.)

Membership Committee Proposals

A. Selection of a number for local.

Chris Langford proposed that the IC adopt Local number 1921 as the official number explaining that a local number was required to complete paperwork necessary before a membership drive. He explained that 1921 was suggested by Robert Kershaw because it was the date GAO was founded. After a very limited discussion, the proposal passed by voice vote with no opposition.

B. Dues Structure and Amount

Chris Langford presented a description of the membership committees' thinking on the structure and amount of membership dues. He explained that he was presenting preliminary information and would be bringing a specific proposal before the IC at the next meeting. There was extensive discussion of the issue including requests for information on how the proposed amount will be determined and suggestions about special reductions for PDP staff. Chris Langford stated that Kristi Karls, the IC treasurer, would continue to be involved in developing some budget estimates and that he would provide the IC with detailed information prior to the next IC meeting.

Jackie Harpp proposed that the union participate in GAO's June Diversity Month Activities including the "GAO Organizations Fair" with a table for the union along the main corridor. It was agreed that the union would participate. Volunteers should contact Jackie Harpp.

Announcements and Reports

Dan Meyer reported that Carolyn Taylor from OOI had been asked us to provide input into the development of GAO's Workforce Diversity Plan. The 2008 legislative branch appropriations bill directed GAO to develop an affirmative action plan (a.k.a. workforce diversity plan). One step in developing such a plan is to consult agency employee groups to get their input

Jackie Harpp reported that the Ivy Group's report had been made public and that GAO would be having two briefings on the results that she encouraged people to attend. The report had recommendations, some of which GAO expected to address immediately.

Jackie Harpp also advised the council that HR. 5683 was scheduled to be taken up in committee. The legislative committee is drafting a letter to Representative Norton and a copy of the letter will be available to the IC as soon as it is complete.

Ron La Due Lake reported that the testimony he is giving May 7 before the Legislative Branch Subcommittee of House Appropriations was being delivered on the hill. He thanked Jackie Harpp, Jennie Apter, Ethan Iczkovitz, Debbie Conner, Dan Meyer, and Robert Kershaw, Henry Sutanto, and Carolyn McGowan for their assistance in writing the testimony.

Ron La Due Lake asked that anyone with announcements and reports that we did not get to because we were out of time send them to Lise Levie so that she could send out a consolidated e-mail on all the items. (See attachment 5)

Meeting Adjourned at 5:20

Attachment

1

ATTENDANCE RECORD FOR GAO UNION INTERIM COUNCIL (IC) MEETING

Wednesday, April 30, 2008

(Note: Attendance record indicates representatives who attended the applicable IC meeting at least at some point during the meeting.)

Representative	Interim Council Seat	Attendance on Wednesday, April 30, 2008
Leo Acosta	San Francisco	Y
Nathan Anderson	Seattle	
Jennie Apter	CA	Y
Nancy Barry	Boston	
Sonja Bensen	FMCJ	Y
Steven Berke	SI	Y
Scott Borre	Atlanta	Y
Beverly Breen	Huntsville	Y
Myra Watts Butler	Dayton	Y
Debra Conner	Dallas	
Sandy Davis	Denver	
Tim Fairbanks	Los Angeles	
Barbara Gannon	DCM	Y
Alfonso Garcia	Diversity-Hispanic	
Jacqueline Harpp	Diversity-Black/African-American	Y
Gina Ruidera Hoffman	Norfolk	Y
Andrew Huddleston	Diversity-Sexual Orientation/Gender Identity	Y
Ethan Iczkovitz	PDP	Y
John Johnson	NRE	
Kristi Karls	FMA	Y
Robert Kershaw	IT	
Dan Kineshiro	Band I	
Ron La Due Lake	ARM	Y
Christopher Langford	PDP	Y
Lise Levie	EWIS	Y

Lesia Mandzia	HC	Y
Carolyn McGowan	HQ Staff Office Analysts	Y
Dan Meyer	Chicago	Y
John F. (Jeff) Miller	IAT	
Heather Rasmussen	PDP	Y
Suzanne Rubins	Diversity-Disability	
Mark Ryan	PDP	Y
Lorene Sarne	ASM	Y
Ken Stockbridge	Diversity-Non Designated	Y
Henry Sutanto	Diversity-Non Designated	
Jonathan Tumin	HSJ	Y
Stephen Ulrich	PDP	Y
Eddie Uyekawa	Diversity-Asian/Pacific	Y
Nancy Zearfoss	PI	Y
	Present	27
	Absent	12

GAO Employees Organization Interim Council (IC) Meeting Agenda

**Wednesday, April 30, 2008
3:30 PM EDT/12:30 PM PDT (90 minutes)**

**GAO HQ Room 2T59
Dial-in number—(866) 285-7778 (code 9164844)**

Chair: Ron La Due Lake
Secretary: Lise Levie

IV. Administrative Items (5 minutes)

- A. Attendance
- B. Welcome guests from the bargaining unit (Ron La Due Lake)

V. Approval of Agenda (5 minutes)

VI. Approval of Minutes from prior meetings (5 minutes – see attached file)

IV. Action Items (50 Minutes)

- A. Rules Committee proposals
 - a. Open Meeting Proposal (Lorene Sarne – 10 minutes -attachment 2)
 - b. Election Procedures for Bargaining, Communications, and Rules Committees (Sonja Bensen – 10 minutes - Attachment 3)
- B. Proposal to establish group to address GAO evaluation of performance management system (Scott Borre – 10 minutes)
- C. Membership Committee Proposals (Chris Langford – 15 minutes)
 - 1. Discussion of sample dues amount and structure (see attachment) before voting on an amount at the next IC meeting on Wednesday, May 7th. – See attached file)
 - 2. Selection of a number for local. Proposal to select a number for our local in order to complete necessary paperwork before membership drive. Robert Kershaw made a great suggestion in using the date GAO was founded, 1921. - IFPTE Local 1921 or 2007 or other ideas
- F. Proposal to participate in GAO's Diversity Month Activities including the "GAO Organizations Fair" with a table for the union along the main corridor. If approved, volunteers to participate. (Jackie Harpp – 5 minutes)

V. Announcements and Reports (25 minutes)

- A. Status of the African American Performance Appraisal Study (Jackie Harpp)
- B. Legislative Committee update
 - 1. Update on HR. 5683 (Jacqueline Harpp)

2. Testimony on May 7 - Legislative Branch Subcommittee of House Appropriations (Henry Sutanto)
- C. Update on Grievance Committee meeting with PAB (Ethan Iczkovitz)
- D. Communications Committee Report (Lise Levie)
- E. Update on IFPTE Appreciation
- F. Constitution Committee Update (Stephen Ulrich)
- G. ACG lunch meeting with Greg Junemann on 4/21/08 (Ron La Due Lake)
- H. Announcement of Request for Input in Developing Workforce Diversity Plan (Dan Meyer)

Adjournment (Estimated at 5:00 p.m. EDT)

Committee Meetings:

AAPAS

Communications Committee	Tuesday, May 6 12:30 Room HQ ET 5A58
Constitution Committee	Fridays, at 2pm ET, room 4950A, dialin: 866-285-7778, 9164844
Grievance Committee	Mon. May 5 at 11:30
Legislative Committee	
Membership Committee	Wednesday, April 30, 12 pm. ET 4Y07
Rules Committee	Thursday, May 1 at 1:30 pm ET Room 4Y23 (1-866-718-1276, Code # 5020201) Discussion of Election Committee and Election-Related Issues with Terri Saiki, co-chair of IC elections committee

Attachment 3

Open Meeting Procedures

1. For each IC meeting the first 15 minutes maximum should be designated as Open Forum where any bargaining unit member can provide input and feedback to the IC. No decisions will be made by the IC during Open Forum.
 - a. The IC Agenda, and any attachments, will be either sent to all bargaining unit members by email or will be posted at www.gaoanalysts.org.
 - b. Bargaining unit members will be asked to introduce themselves and identify their band level and their team or unit.
 - c. Bargaining unit members who cannot attend can submit questions or comments to the chair, vice-chair, or secretary. The chair will then raise the issues during Open Forum or during the council's business as appropriate. Bargaining unit members who attend in person or by telephone will be given priority to present during Open Forum.
 - d. Minutes will be taken during Open Forum.
2. In order to make sure we can accommodate bargaining unit members and ensure that they have time to speak, as a courtesy, we strongly encourage bargaining unit members who want to participate in Open Forum to advise the chair of the IC to that effect.
 - a. Depending on the number of people participating in Open Forum, the chair of the IC at his discretion can limit the time people have to speak.
3. Because of the limited number of lines available for people to call into the meeting, and because these lines have been reserved for IC field representatives, field office bargaining unit members will be encouraged to attend Open Forum as part of a group in a single room that includes their representative.
4. After all interested bargaining unit members have had a chance to speak and the chair has read any comments sent to him/her, or after 15 minutes, whichever comes first, the IC begins conducting its business.
 - a. Bargaining unit members can choose to remain and observe or else choose to leave.
5. Personal time must be used for attending the IC meetings.
6. In the event of an executive (closed) session, the chair will specifically ask all participants who are not members of the IC to depart and those listening in on

the phone to hang up. A different telephone number shall be used for executive sessions.

Attachment 4

Committee Election Proposed Timeline

- Nominations to be accepted until 8:00 PM EDT May 5
- Ballots to go out the morning of May 6
- Ballots due by 8:00 PM May 12
- Results to be announced morning of May 13

Nancy Zearfoss will be the point person for the election process for the bargaining, rules, and communications committees. Mark Ryan will be the point person for the grievance committee.

Attachment 5

Announcement and Reports Addendum

Update on IFPTE Appreciation - Kristi Karls

We have finally procured a gift for Julie--a \$400 gift certificate to Aveda spas (there's one near her home). We will be delivering it to her at the IFPTE office sometime next week, along with flowers. Also, Kristi has a card in her office (5s51) for everyone to sign. Please stop by to sign any time after 10:00 (but not on Tuesday, 5/6). (Field reps who contributed, we'll sign your names.) Thanks to everyone who contributed!

Membership Committee Request - Chris Langford

The Membership Committee is looking for budget experts to help us with developing our union's rough budget before a proposal for a dues amount to the IC, followed by BU ratification is conducted. We will hold a listening session for the benefit of the IC before a proposal is brought to the IC table.

Communications Committee Report - Lise Levie

Stephen Ulrich has developed a calendar for the IC use. The calendar should help folks scheduling events to quickly identify conflicts with other IC events. He will get instructions to the IC before the next meeting.

Constitution Committee Update (Stephen Ulrich)

The committee is currently figuring out what to do with the IC input we've received so far and how we propose to solicit bargaining unit input.

ACG lunch meeting with Greg Junemann on 4/21/08 and Request for Thoughts on 5-minute Testimony (Ron La Due Lake)

1) If you can, please take few moments to review the witness statement for the May 7 hearing and send an email to Jennie & Ron with your thoughts about what topics should be included in the 5 minute oral testimony.

2) On Monday, April 21, ACG Gene Dodaro had lunch with Greg Junemann, president of IFPTE. When we learned this, several of us expressed concerns that someone from our local (now GAO Employees Organization #1921!) should also have been in attendance. Apparently, this is something that happens routinely, the pres of IFPTE lunches with the heads of organizations, as a relationship building, meet and greet, activity. We have arranged that in the future, one of our officers will join such an event as an equal partner, if appropriate. (Our officer elections had barely been completed on 4/21, weeks after this lunch was planned.) This is an FYI.