



CITY OF SANTA MONICA
ADMINISTRATIVE TEAM ASSOCIATES

BENJAMIN STEERS, PRESIDENT
ROBERT SILVERSTEIN, VICE PRESIDENT
DAVID NANJO, TREASURER
ELANA BUEGOFF, SECRETARY
ANNETTE MORALES
LIZ BAR-EL
VIRGINIA CONNOLLY

Board Meeting MINUTES **Tuesday, March 28, 2017**

1: Call to Order - 12:07 pm all board members present.

2: Minutes- February 2017 minutes were reviewed - Benjamin S motioned to approve - seconded by David N. Motion to approve affirmed unanimously by board.

3: Treasurer's Report - David presented monthly Treasurer's report. Benjamin motioned to approve- seconded by Liz B. Motion to approve affirmed unanimously by board.

4: Coalition Report - Report provided by Liz

- a. Coalition Officers were elected Lauralee remains president, Micah is the vice president.
- b. Board discussed when to begin negotiations for PERS and Medical. Medical agreement will not expire for another year and a half.
- c. 3rd Representative - Benjamin will send out invitation to ATA members to serve as ATA's 3rd vote on the Coalition Board. Board will review submittals and select a representative.

5: Old Business

- a. AVR - Liz said there have been no meetings. She updated the board that Telework pilot has started and that there is a new Teleworking Administrative Instruction in effect. Liz will share the new AI with the board. ATA should ask the City to post on the web so it can be viewed by all employees.
- b. Neela P. suggested that the ATA website use a member log-in to view sensitive items such as treasurer reports, or to post minutes so that members could be better informed of ATA activities. Benjamin agreed to work to improve the website.

6: New Business

- a. Email on Personal devices - Benjamin informed the board that ATA's attorney shared that the California Supreme Court issued a decision regarding publicly disclosing work-related electronic communications over their personal electronic accounts and devices. Benjamin will share the attorney's email with the Board and will ask HR to inform City employees and develop procedures. If not, ATA should notify members.
- b. Lunch - David will order April's lunch.

7. Closed Session

- a. Employment Issues were discussed (confidential and private)
- b. Contract Negotiations were discussed (confidential and private)

8. Adjournment - meeting adjourned