



National Postal Mail Handlers Union-Local 305

4907 Fitzhugh Avenue, Suite 100
Richmond, VA 23230-3533

Felandria A. Jackson, President

Leslie Hamlett, Treasurer

LaFon Robinson <i>Vice President</i>	Marcus Anderson <i>Recording Secretary</i>	Cynthia Brown <i>North Carolina</i>	Mike Perry <i>Maryland</i>	Demetria Spratley <i>Washington, DC</i>	Marvin Simpson <i>Virginia</i>	James Beane <i>West Virginia</i>
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OFFICIAL MINUTES Executive Board Meeting March 12, 2024

In Attendance:

**Felandria Jackson -
Lafon Robinson -
Leslie Hamlett -
Marcus Anderson -
Cynthia Brown -
Marvin Simpson -
Demetria Spratley -
Mike Perry -
James Beane -**

**Local President
Vice President
Treasurer
Recording Secretary
NCSEBM
VASEBM
DCSEBM
MDSEBM
WVSEBM**

The Executive Board Meeting for NPMHU Local 305 was called to order by President Felandria Jackson at 10:10 a.m. The roll call was then conducted by Recording Secretary Marcus Anderson.

Phone (804) 358-4664 • Fax (804) 342-1082



INVOCATION

Invocation was delivered by Local President Felandria Jackson.

REVIEW OF MINUTES

Local 305 Executive Board Meeting Minutes from December 12, 2023 & December 13, 2023, were provided for review and discussion. As a result of this review the following motions were made:

Motion: *Vice President Lafon Robinson moved to accept the December 12th Executive Board Meeting Minutes as written. The motion was seconded by DCSEBM Demetria Spratley and moved forward unanimously.*

Motion: *NCSEBM Cynthia Brown moved to accept the December 13th Executive Board Meeting Minutes as written. The motion was seconded by Vice President Lafon Robinson and moved forward unanimously.*

OLD BUSINESS

- **LABOR CHARGES:** There are five (5) previous labor charges still pending. Three (3) from the field and two (2) filed by the Local Office.
- **JACKETS:** President Jackson stated that the last order of jackets have been disbursed to the field.
- **CONTRACTS & CALENDARS:** The new contracts and calendars have been delivered.
- **NATIONAL CONVENTION:** Voting for the Local 305 Delegates Election is underway. Ballots are due by March 23, 2024, for the official counting.
- **STEWARD TRAINING:** Two (2) successful basic steward training sessions have taken place. The first was held on February 7-8, 2024, while the other was held on February 13-14, 2024.

NEW BUSINESS

- **BRILLAND COURT:** President Jackson notified the Board that the property located on Brilland Court need some repairs.
 - The fence on the left side of the house has been pushed back due to strong winds and is being repaired.
 - The kitchen cabinets need replacing.
 - Electrical work within the house needs to be inspected and repaired.
- **RUDWICK RD:** Treasurer Hamlett notified the Board that repairs have also been recommended for the property located on Rudwick Rd.
- **LOCAL OFFICE SECURITY:** The Board discussed ways to improve the security and surveillance of the Local Office. Estimates will be gathered on installing door code locks and cameras.
- **SAMLU:**
 - Hotel reservations for the upcoming SAMLU in Pittsburg, Pennsylvania need to be booked by March 29, 2024.
 - Board members who want their flights booked by the Local Office are to notify President Jackson as soon as possible.

- NATIONAL CONVENTION:
 - The ballot counting for the Local 305 delegates election will be on March 23, 2024.
 - Hotel, airfare, and the cost of shirts for each delegate has been approved. (*See minutes – 9/12/23*)
 - President Jackson and NCSEBM Cynthia Brown have been appointed to the Resolution Committee for the National.
- CATINA DOWNEY: A proposal was sent by CPA Catina Downey for a pay increase for her services. After negotiations between CPA Downey and the Board via email, the following motion was made:

Motion: *Local President Felandria Jackson moved to accept Catina Downey’s proposal to increase her monthly pay to \$3,046 to include retroactive pay from January 1, 2024. The motion was seconded by WVSEBM James Beane and moved forward unanimously by roll call vote. (roll call vote below)*

	Name	Vote
1.	<u>Felandria Jackson</u>	Yes
2.	<u>Leslie Hamlett</u>	Yes
3.	<u>Lafon Robinson</u>	Yes
4.	<u>Marcus Anderson</u>	Yes
5.	<u>Demetria Spratley</u>	Yes
6.	<u>Michael (Mike) Perry</u>	Yes
7.	<u>Cynthia Brown</u>	Yes
8.	<u>Marvin Simpson</u>	Yes
9.	<u>James (Jim) Beane</u>	Yes

- VEBA: A meeting was held on February 5th with the following topics being discussed:
 - The sick plan requires members to file COVID claims with OWCP first. Upon getting a denial from OWCP, the Local will pay up to five (5) days for qualifying members.
 - A budget was agreed upon and half of that budget has been sent to the account. The other half will be looked at around August of this year.
 - An estimate for reprinting handbooks is being gathered to reflect the changes/updates made since year 2010.
- RPDC/SDC UPDATES:
 - Huntington, WV – Three (3) appeals were filed by the Local
 - Charlottesville, VA – Things are going well. Two (2) more conversions have taken place.
 - Hampton, VA – The RI-399 has been signed off on.
 - Gastonia, NC – A settlement was entered into by the National to convert 200 MHAs. 130 have recently been converted with a plan to convert 35 in two-week increments.
- COUNCIL MEETING: The Annual Council Meeting has been scheduled for May 13-17, 2024. A poll was sent to the Council soliciting items and issues to be discussed or incorporated into the training during this meeting. **Feedback to this poll is immensely encouraged.**
- NEW MEMBERS: Aprons and backpacks have been ordered for the new members. The welcome letters are also being crafted for distribution.
- TRAINING FOR ADVOCATES: President Jackson provided the Board with a proposal for work from the Federal Employment Law Training Group, LLC to come to the Local Office and provide training to the

Advocates and Executive Board Members on various subjects vital to the success of our growing organization. After discussion was had, the following motion was made:

Motion: *Vice President Lafon Robinson moved for the Local to cover all cost associated with the three (3) day training provided by the Federal Employment Law Training Group, LLC for the Advocates and Executive Board. The motion was seconded by Recording Secretary Marcus Anderson and moved forward unanimously by roll call vote. (roll call vote below)*

	Name	Vote
1.	<u>Felandria Jackson</u>	Yes
2.	<u>Leslie Hamlett</u>	Yes
3.	<u>Lafon Robinson</u>	Yes
4.	<u>Marcus Anderson</u>	Yes
5.	<u>Demetria Spratley</u>	Yes
6.	<u>Michael (Mike) Perry</u>	Yes
7.	<u>Cynthia Brown</u>	Yes
8.	<u>Marvin Simpson</u>	Yes
9.	<u>James (Jim) Beane</u>	Yes

CAD REPORT

Vice President Lafon Robinson provided an overview of the CAD’s activities from December 13, 2023, through March 11, 2024.

- **PRE-HEARING PROCESS (60 DAY REVIEW):** There has been no official meeting with Area Labor Relations Specialist Eugene DiMauro, but cases have still been resolved via email on December 28, 2023, January 16, 2024 & February 8, 2024. An official 60 Day Review is scheduled for April 3-4, 2024.
- **PRE-ARBITRATION MEETING(S):** There was one (1) pre-arb meeting on December 19, 2023, with Labor Relations Specialist Harold Stephenson out of Dulles. Ten (10) cases were resolved.
- **CONTRACT ATTACK TEAM (CAT TEAM):** The CAT Team convened on December 14th and 15th to discuss twenty-five (25) cases. Cynthia Brown was the 4th CAT Team member during this meeting.
- **ARBITRATIONS:**
 - January 29th – hearing in Greensboro NDC was canceled due to reaching a pre-arb settlement. Neither party had to pay.
 - March 25th – hearing in Norfolk P&DC was canceled due to reaching a pre-arb settlement. Neither party had to pay.
 - April 1st – hearing scheduled in Roanoke P&DC.
 - No Arbitration Awards have been issued during this time.
- **TRAINING:** New steward/refresher training took place at the Local Office on the following dates:
 - February 7-8, 2024
19 Trainees
 - February 13-14, 2024
8 Trainees
 - Upcoming Steward Training
March 13-14, 2024

FINANCIAL REPORT

The Board was provided with copies of the Profit & Loss Balance Sheets, and Bank Statements from the General Fund and VEBA Trust accounts from January 1, 2024 – February 29, 2024, for review and discussion. A line-by-line accounts review, and explanation was then conducted by Treasurer Hamlett. As a result of this review and discussion the following motions were made:

Motion: *President Jackson moved for the Local to accept the estimated incremental cost of \$14,000 for Keiter to perform the single audit from the period of January 1, 2023, to March 31, 2024. The motion was seconded by Recording Secretary Marcus Anderson and moved forward unanimously by roll call vote. (roll call vote below)*

	Name	Vote
1.	<u>Felandria Jackson</u>	Yes
2.	<u>Leslie Hamlett</u>	Yes
3.	<u>Lafon Robinson</u>	Yes
4.	<u>Marcus Anderson</u>	Yes
5.	<u>Demetria Spratley</u>	Yes
6.	<u>Michael (Mike) Perry</u>	Yes
7.	<u>Cynthia Brown</u>	Yes
8.	<u>Marvin Simpson</u>	Yes
9.	<u>James (Jim) Beane</u>	Yes

Motion: *Recording Secretary Marcus Anderson moved to accept the financial report. The motion was seconded by MDSEBM Mike Perry and moved forward unanimously.*

With no further business on this date, WVSEBM James Beane made a motion to adjourn the meeting. The motion was seconded by NCSEBM Cynthia Brown and moved forward unanimously. The Executive Board meeting of Local 305 was officially adjourned at 3:57 p.m.

Respectfully Submitted,



Marcus D. Anderson
Recording Secretary
NPMHU – Local 305