

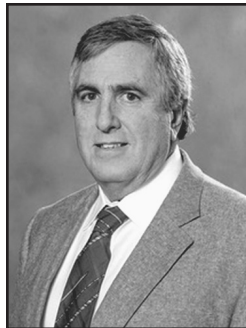


Spring 2020
Vol. 71, No. 2

S.I. JOURNAL

AEE PRESIDENT'S REPORT

ERIC KNAPP, AEE PRESIDENT



Hello Fellow AEE Members

I hope this message finds you and your families safe and well. Most of us have been cooped up in our homes teleworking and following the Governor's stay at home order for about six weeks as I write this article. It's crazy to me to think in this day and age we're reduced to hiding in our homes, relying on others to determine if we are "safe" to go back to work. This crisis makes me re-evaluate my priorities in life and take stock of those things that really matter to me.

During this COVID 19 pandemic our

AEE office has seen an uptick in questions from our members either through our AEE website or emails to the office. Your Board is diligently working to make sure we respond in a timely manner and with the correct factual information. Sometimes getting a complete and thorough answer takes more research and time so I ask for your continued patience as we do our best to meet expectations.

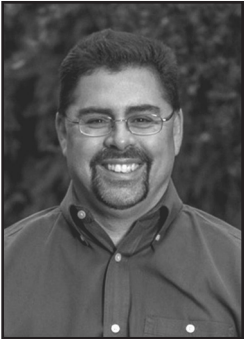
During the continued caution of the Governor's stay at home order, the Agency is still wanting most employees to telework where practical. I want to reiterate that telework or telecommuting is an agreement between the employee and the manager. You cannot be forced to telework if you do not want to, nor can you be forced to take accrued leave time off if you refuse. I would encourage everyone to make the

decision that is right for your situation. I do believe that given what has transpired over the past couple months that teleworking and telecommuting will be a more widely accepted practice used more often by the Agency and afforded to employees throughout the State. Like many of you I attended the webinar on May 6th and the number one question was around teleworking and telecommuting. The Agency is seriously looking into how this practice can become a main part of the Agency's business model. I have also received several inquiries regarding employees being asked to use their personal electronic devices such as their personal computers. This is not an acceptable request of your manager or the Agency. In fact, the message I have received is the Agency would prefer you

PRESIDENT, cont. on page 4

2ND VICE PRESIDENT'S REPORT

PETE CASTRO, AEE SECOND VP



We Live in Interesting Times – COVID-19 A Global Pandemic

Who would have guessed that last time I penned this article that we would soon be a party to the onset of a global pandemic

known as COVID-19? As citizens we have been ordered to "Shelter in Place" under the mantra of "Staying Home Saves Lives" (or "Stay home. Save Lives." depending

on which reader board you see), while we have seen businesses closed and the hopes and dreams of many shattered while record numbers of people have applied for unemployment and the stock market has seen lows not seen in the lifetime of many. Impacts to ODOT have been significant with management very strongly encouraging employees (to the extent that some employees initially believed they were directed) to telework starting in mid-March. AEE has been working with management to resolve concerns around this situation including the following activities:

The Novel Coronavirus (COV-

ID-19) Letter of Agreement, effective on 13MAR20 and signed on 27MAR20 with an Addendum addressing the Families First Coronavirus Response Act (FFCRA) which became effective on 01APR20 and signed on 27APR20. There are 80 hours of administrative leave and 80 hours Emergency Paid Sick Leave (EPSL) in this LOA and its addendum. If you are subject to a work site closure or have been exposed to the virus and/or believe you may have it or know you do have it, are in quarantine as a result of it, or are caring for someone with it, or if you are dealing

2ND VP, cont. on page 8



REGION 1 REPORT

THOR ALVARADO

AEE REGION 1 DIRECTOR



Boots! The single most asked questions among my Region 1 members, is about Boot Reimbursement. So here is a short explanation of the Contract Articles to hopefully help my members understand

the differences between the two Contract Articles that affect Boots.

Article 12.6 – Section 1 (A) – You can claim up to \$400.00 for outerwear. This for purchase, maintain, or repair rain jackets, rain pants, insulated jackets, ANSI-approved shirts, insulated coveralls, rain boots, and insulated boots, as appropriate for the employee’s job duties. Section 1 (B) – To be able to claim the employee’s job description must have the requirement for a minimum of 30% of their time is required to work outdoors. *This is the Article where most employee’s use for Boot reimbursement due to Oregon having cold weather.*

Article 12.7 – Section 1 – This is for Purchase, repair, or maintenance of ASTM/ANSI – approved Boots. This Article has a reimbursement of \$230.00. *To claim this reimbursement the employee must be assigned and perform that requires ASTM/ANSI – Approved Boots. Most employees do not use this reimbursement due to not being required to wear ASTM/ANSI Boots.*

Please keep asking me questions about anything AEE. One other item is please send all TAMS comments to me so I can forward to AEE staff.

REGION 2 REPORT

JAMES DARNELL

AEE REGION 2 DIRECTOR



Hello Region 2,

A lot has been happening in the world in the last few weeks and everyone has been experiencing a rather drastic change to their daily routine. Well, like the rest of the world, your union has been adapting as well as we begin to rely on our new website to deliver AEE news to our members. We plan on upgrading our collective bargaining agreement search bar to better serve our members and provide you with links to the latest letter of agreements re-

garding COVID-19 and teleworking policy during quarantine. Be sure to take a look, and feel free to send us any feedback about what you would like to see in the website.

In other news, the PAC was not able to talk to our elected representatives in Washington DC this year, but we are planning to try and converse with them via online and discuss key topics related to our members. These include the impact of public private partnership (PPP), outsourcing the majority of our design work, and how we need to find a way to better fund our infrastructure.

Finally, I would like to let everyone in Region 2 that I am not running for re-election this year. I have truly enjoyed serving our members in region 2 and wish the best of luck to the next director as this position is very rewarding. I wish all of you the best and hope you are all doing your part and staying safe and staying healthy.

OPRD REPORT

BRIAN MCBETH

AEE OPRD DIRECTOR

On quarantine day 712.

Re: Article 10.2 Vacation Leave Section 11, subsection E – Vacation Cash Out.

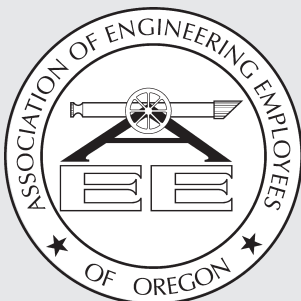
If you’re anything like me, you’ve accumulated a lot of vacation leave as well as a lot of comp time. When we finally reopen and I can resume my projects that are all on hold, I can’t imagine having the ability to take any time off. My schedule will be packed until Thanksgiving and likely through the end of the Biennium.

Our Collective bargaining Agreement allows us to request a pay-out of up to 40 hours of vacation once per year, and I’m definitely taking advantage of that during this mess we’re in. I know some people have accumulated half of that just while we’ve been teleworking. As a newer State

employee, mine still accrues at a slower rate, but with all of the travel restrictions and closures, and the outlook of this pandemic extending through the summer, why should I take a staycation just to use up my accrued leave?

Besides, with the extra little bump in my paycheck I might just put it into some depressed stocks and see if I can double it in a few months. I know it’s wishful thinking. I’m probably better-off just taking it to the Oregon Lottery and buying a roll of scratch-offs. So instead of losing some of my vacation time to accountants, I can lose it to the Lottery -and in turn boost the dollars coming back to Oregon Parks.

It’s probably far from everyone’s mind right now, but don’t lose your vacation time if it accrues beyond 250 hours. Donate it to someone in need, or cash some out. Most importantly, be smart about it and don’t take financial advice from me.



The S.I. JOURNAL is a publication of the Association of Engineering Employees of Oregon

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REGION 3 REPORT LAJUANA KELLEY AEE REGION 3 DIRECTOR



Innovation and Adaptability. We are all affected by Covid-19. How are you managing these changes? I wanted to share with you what members are experiencing. Some folks are really enjoying working from home. Being there to let the dogs out seems to be a big hit. Having more flexible hours is working out for others. When this all started, there were connectivity issues. We all appreciate how much this has improved. I am working

from home and experiencing this myself. Accommodating space at home for an office can be a challenge for some, or as easy as using a spare bedroom for others. Personally, I have a small home so my office is set up in a corner of the living room. My family has been very supportive. Being mindful of my work time by adjusting their TV time and not disturbing me while I work. This is not easy for everyone.

- Some of the things we hear are:
- At home there are too many distractions.
 - I love working from home, I get more work done.
 - Small children at home are a challenge.

At the office there are distractions: More work is getting done at home because there are less people talking and visiting (hint, hint).

ODOT is making some adjustments.

Being able to use an email as a signature is more effective.

- The manager let me bring my monitors and ergonomic chair home. Lifesaver!
- Commuting time has been eliminated for folks working from home.
- Starting early is nice. Answering calls after I get off early is more challenging.
- We miss the interpersonal relationships in the office.

You all know there is much more to how we are all affected by Covid-19. It's the aftermath we live with. How we handle these situations builds our character and hopefully makes us stronger as individuals and as employees working together. AEE is here for you. Together we can do more. Share your story, your challenges, your lessons learned. We are all in this together.

PAC REPORT

Welcome Chris Primm to the AEE PAC! Chris is currently the R2 Signal and Illumination Design engineer. He has previously worked for ODOT in sign design, striping design, and access management and for Motor Carrier's Green Light program. Prior to ODOT, Chris earned his BSCE in Civil Engineering from the University of New Mexico (Go Lobos!) and spent 5 years in the US Navy as a Cryptologic technician.



UPCOMING AEE MEETINGS:

- 5/19/20 AEE Staff meeting
- 5/22/20 Requested Paper ballots mailed
- 5/29/20 Electronic Vote instructions emailed
- 6/2/20 Region 1 Labor Management Meeting
- 6/8/20 Construction Section Labor Management Meeting
- 6/12/20 AEE Ballots due for 2020 Board Election
- 6/15/20 AEE Quarterly Meeting with ODOT HR/Director
- 6/16/20 AEE Staff Meeting/Election Results
- 6/25/20 HQ Labor Management Meeting
- 7/9/20 Salem New Employee Orientation (NEO)
- 7/16/20 AEEPAC Board Meeting
- 7/21/20 AEE Staff Meeting
- 7/27/20 Region 2 Labor Management Meeting
- 7/31/20 AEE Board Meeting
- 8/13/20 Salem New Employee Orientation (NEO)
- 8/18/20 AEE Staff Meeting
- OPRD LM Meeting TBD
- Region 3 & Region 4 LM Meetings TBD
- Mill Creek LM Meeting TBD
- AEE Meeting with Governor's Office TBD

Please submit any agenda items to your Region Director or the AEE Office via email at office@aeo.org two weeks prior to a scheduled meeting to be considered for discussion. If you do not see an upcoming labor management meeting for your region, it is most likely because the meeting has recently happened, has not yet been scheduled or it is on hold due to COVID-19 restrictions. Labor management meetings are scheduled on a quarterly basis.



HQ REPORT

KAREN SCOTT

AEE HQ DIRECTOR



Greetings fellow AEE Members! Like many of you, I'm working from home. And like many of you, I have been working from home since late March. I thought by May we might

be directed back to the office, but now it looks like another month or so. Long enough for new habits to form and old habits forgotten. Like commuting or packing a lunch. And for those employees that have still been in the office, they have adjusted to far less people in the building. So, when the time comes to return to the office, what will you do to get ready? Well similar to sending the kids back to school, we'll have to start working on the habits we need to go back to the office. I know for me personally, my family and pets adjusted to me being at home quickly and might not like me going back to the office. It will be more than just myself having to change habits at the house. At the office, we will all have to adjust to being in the building together. Be ready to dust off the old habits, because when the time comes to go back to the office it may be just as quick as when it was time to leave.

By the way, when we do all get back to the office, I still have many of the contracts to hand out. I was fixin' to get them handed out, when the mass exodus from the TLC building started. Please be patient as I will try to come around to everyone to get them handed out and get the updated member forms signed.

Stay Safe, Stay Healthy, Stay Alive.

FORESTRY REPORT

LEROY DWIRE

AEE ODF DIRECTOR



Covid-19.... where do I start. Forestry is still dealing with how they are going to deal with minimizing the exposure while fighting fires.

Currently we are limited to one person per vehicle. Some people are working from home and some are rotating in and out of the office. Meetings have been moved to using Skype or Zoom. Social distancing is no closer than 6 feet. And hand sanitizers and antibacterial wipes everywhere.

Currently ODF management is still looking into how they will run a fire camp while trying to limit exposure.

I for one hope we will not have to find out this summer, but we will see how the season progresses.

PRESIDENT, *cont. from page 1*

didn't because it would then be subject to search under public records request.

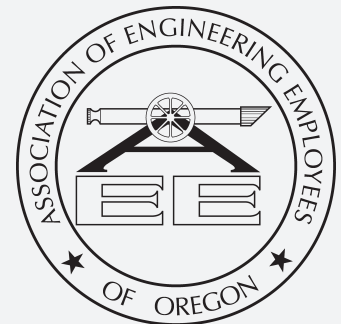
As the COVID 19 and budget crisis continue to disrupt and alter the way we go about our daily work remember to try and be adaptable to the ever-changing environment. Change is the one thing that is inevitable. How we handle and control that change determines who we are and how successful we will be. Your contributions, participation, and understanding are needed now more than ever. I encourage everyone to speak up with any ideas and/or concepts that may pave the way for a successful future for the Agency, AEE, and each of us.

During these uncertain times, please be patient with each other, give grace and be kind. We all need each other to get through these times. Until next quarter please be safe. If you have any questions or if you would like to discuss anything with me, please do not hesitate to contact me by email eric.knapp@aeeo.org or by phone at 541-406-8899.

WEINGARTEN RULES AND RIGHTS

Employees have Weingarten Rights only during investigatory interviews. An investigatory interview occurs when a supervisor questions an employee to obtain information that could be used as a basis for discipline or asks an employee to defend his or her conduct. If an employee has a reasonable belief that discipline or other adverse consequences may result from what he or she says, the employee has the right to request union representation. Management is not required to inform the employee of his/her Weingarten Rights; it is the employee's responsibility to know their rights and make a direct request. To make that request clearly, employees should state the following:

"I believe this discussion could lead to my being disciplined or terminated, or affect my personal working conditions. I request my AEE representative be present at the meeting. Without AEE representation, I choose not to answer any questions."



REGION 5 REPORT

LESLIE HASSE

AEE REGION 5 DIRECTOR



Happy COVID-19 or something like that. I hope this finds you COVID-19 free. We have found ourselves in a very unusual situation. But I hope you are making the best of it.

As you know, we are working under the terms of a Letter of Agreement that sets out temporary expanded telework options through at least June 20, 2020 for this current crisis. AEE is at the bi-weekly check-in meetings with the Agency and has the opportunity for direct input as well as an avenue to voice our concerns. Also, AEE is busy every day answering your

member questions posed through the AEE.org website. Do you have a Question? Ask it at AEE.org

As you know, AEE's role is to advocate for you in the workplace. This is ever so the truth in this current pandemic situation we find ourselves. Take the example of paid sick leave. Prior to the passage of the Families First Coronavirus Response Act (FFCRA), which expanded our paid leave rights, 91% of unionized workers nationwide were guaranteed paid sick leave, compared to 73% of non-union workers. Health care is another prime example. The country's failing health insurance coverage has entered the spotlight as some COVID-19 patients avoid hospitalization out of fear of insurmountable costs. Union members are far less likely to be among them. Nationwide 95% of unionized workers had access to an employer-provided healthcare plan, compared to only 68%

of non-union workers. As this crisis has unfolded, unions have played a key role in negotiating additional protections for essential workers at acute risk. Your Association has been serving as a voice for you. The benefits of being an AEE member and contributing to the success and stability of our future is crucial. As a paying member that supports AEE, your dues not only help us secure a successful future but also helps AEE represent you and others in many situations. Thank you for your support.

Useful links:

[Letter of Agreement with Addendum](#)

[Salary tables](#)

[Click here](#) to check the status of your federal Economic Impact Payment

AEE is committed to advocate for its members by enhancing their working environment through collective bargaining and partnerships.

SECRETARY/TREASURER REPORT

MARTY KLUG

AEE SECRETARY/TREASURER



Hello, everyone,

Another quarter has passed, and the AEE's financial situation continues to improve. From January to March, our dues brought in

\$116,549, a decrease from last quarter by slightly less than 1%. Ever since the *Janus v. AFSME* decision, we average about \$117,000 plus or minus a grand. We spent \$91,875 during the same time period; we have averaged \$90,410 since *Janus*. While not as good as last quarter (which was our best quarter since I became Treasurer), we still increased our

operating fund by \$24,400 to a total of \$447,626. When I became Treasurer, it was only \$178,001.

As I explained last time, I am cautiously optimistic that we have weathered the *Janus* storm and we have stabilized the budget. The wild card is the economic turmoil caused by the COVID-19 quarantine measures. Even before the Corona virus appeared, ODOT faced a budget shortfall around 2024; with fewer people driving, hiking and camping the revenues for both ODOT and the Parks and Recreation Departments have dropped precipitously.

Here is where union solidarity pays off. The City of Portland recently cut over 900 temporary positions and made non-represented staff take ten furlough days. Many private sector employers simply shut down and sent workers home. ODOT senior managers issued unclear guidance for teleworking and many low-level managers created their own in-

consistent interpretations of the policy.

AEE leadership have negotiated a Letter of Agreement to protect workers in the event of a facility closure; a side effect is that managers have lightened up on teleworking. The increased demand on Agency computer network resources led to major system upgrades; managers now understand that teleworking is a good thing and we can expect these policies to continue when things return to "normal" (whatever that is). Furthermore, your Directors have held management's feet to the fire to ensure consistent application of the LOA and the teleworking policies.

None of this would happen without the AEE. Instead of playing each employee off against each other with a thousand individual agreements and policies, we have one uniform policy that we had input into its creation. When disagreements arise, we have one body speaking on your behalf for resolution.



AEE Treasurer's Report

January 01, 2020 - March 31, 2020

AEE CURRENT ASSETS AS OF MARCH 31, 2020

AEE Operating Fund Checking	447,626.68
Debit Checking	1,841.09
Membership Savings	1,003.48
Legal Defense Fund	321,455.96
MM Reserve Account	254,930.26

TOTAL ASSETS: \$1,026,857.47

2019-2021 Budget Income / Expense Goal This Quarter:	37.50%
------------------------------------------------------	--------

INCOME	19-21 BUDGET	THIS REPORT	TOTAL TO DATE	% EARNED TOWARD BUDGET
AEE Dues	928,200.00	116,235.00	351,424.00	37.86%
AEE Refunds	0.00	-	-	0.00%
Legal Fund	0.00	-	-	0.00%
Interest Earned	0.00	359.36	1,093.17	0.00%
Miscellaneous	0.00	-	-	0.00%
TOTAL INCOME	<u>\$ 928,200.00</u>	<u>\$ 116,594.36</u>	<u>\$ 352,517.17</u>	<u>37.98%</u>
				\$4,442.17

ADDENDUMS -

Reverse December Dues received 1/02/20		(39,015.00)	(117,026.00)	
March Dues Received 04/01/20		38,970.00	117,496.00	
		<u>\$ 116,549.36</u>	<u>\$ 352,987.17</u>	<u>38.03%</u>
				\$4,912.17

EXPENSES	19-21 BUDGET	THIS REPORT	TOTAL TO DATE	% SPENT TOWARD BUDGET	19-21 BUDGET BALANCE
Administrative Services					
Accounting					
CPA	4,000.00	2,100.00	2,150.00	53.75%	\$1,850.00
AccurAccounts	16,000.00	2,142.60	7,126.80	44.54%	\$8,873.20
Bank Fees	200.00	40.00	40.00	20.00%	\$160.00
Equipment & Software	20,000.00	697.99	25,400.66	127.00%	(\$5,400.66)
Insurance	2,400.00	-	-	0.00%	\$2,400.00
Phone & Fax	20,000.00	2,594.41	8,019.98	40.10%	\$11,980.02
Postage	4,000.00	30.00	93.55	2.34%	\$3,906.45
Printing	1,000.00	-	1,178.40	117.84%	(\$178.40)
Prof & Contract Services	2,000.00	543.00	1,629.00	81.45%	\$371.00
Technical Support	1,000.00	4,500.00	8,522.80	852.28%	(\$7,522.80)
Total:	<u>\$ 70,600.00</u>	<u>\$ 12,648.00</u>	<u>\$ 54,161.19</u>	<u>76.72%</u>	<u>\$16,438.81</u>

Association Governance

Awards	1,500.00	467.43	1,106.36	73.76%	\$393.64
Bd. Disc. Funds	2,400.00	299.90	299.90	12.50%	\$2,100.10
Donations	400.00	-	-	0.00%	\$400.00
Elections-Printing	500.00	-	-	0.00%	\$500.00
Elections - Other- eVote	-	-	-	0.00%	\$0.00
Meeting Expenses	15,000.00	1,442.58	3,442.60	22.95%	\$11,557.40
Travel					
Lodging	10,000.00	1,373.05	2,843.25	28.43%	\$7,156.75
Mileage	12,000.00	3,190.82	7,499.00	62.49%	\$4,501.00
Total:	<u>\$ 41,800.00</u>	<u>\$ 6,773.78</u>	<u>\$ 15,191.11</u>	<u>36.34%</u>	<u>\$26,608.89</u>

REPORTS

Collective Bargaining

C/B Legal Services	50,000.00	-	10,273.37	20.55%	\$39,726.63
C/B Support Campaign	500.00	-	-	0.00%	\$500.00
C/B Vote - Printing/Postage	500.00	-	-	0.00%	\$500.00
Training/Education	4,000.00	-	-	0.00%	\$4,000.00
Contract Printing	8,000.00	-	-	0.00%	\$8,000.00
Meeting Expenses	4,500.00	137.50	1,052.42	23.39%	\$3,447.58
Travel Expenses - Lodging	3,500.00	213.28	1,205.75	34.45%	\$2,294.25
Travel Expenses - Mileage	15,000.00	532.45	2,240.93	14.94%	\$12,759.07
Printing (non-contract)	500.00	-	-	0.00%	\$500.00
Total:	\$ 86,500.00	\$ 883.23	\$ 14,772.47	17.08%	\$71,727.53

Member & Association Rep

Cont. Educ./Conference Fees	2,000.00	540.00	860.00	43.00%	\$1,140.00
Dues & Subscriptions	1,500.00	300.00	300.00	20.00%	\$1,200.00
Legal Services					
AEE Case Services	50,000.00	555.16	3,952.00	7.90%	\$46,048.00
Arbitrations	35,000.00	-	195.00	0.56%	\$34,805.00
Meeting Expenses	3,500.00	426.25	1,342.75	38.36%	\$2,157.25
Special Projects	-	-	-	0.00%	\$0.00
Travel Expenses - Lodging	8,500.00	584.37	1,693.63	19.93%	\$6,806.37
Travel Expenses - Mileage	6,500.00	1,051.58	4,570.44	70.31%	\$1,929.56
Total:	\$ 107,000.00	\$ 3,457.36	\$ 12,913.82	12.07%	\$94,086.18

Member Outreach & Comm

AEE Cares	4,000.00	350.00	1,244.85	31.12%	\$2,755.15
Events & Activities	500.00	-	-	0.00%	\$500.00
Incentives	20,000.00	2,177.50	9,499.00	47.50%	\$10,501.00
SI Journal- Production & Printing	9,600.00	8,484.85	9,457.85	98.52%	\$142.15
Total:	\$ 34,100.00	\$ 11,012.35	\$ 20,201.70	59.24%	\$13,898.30

Management

Consulting Services	551,130.00	57,100.51	151,416.09	27.47%	\$399,713.91
Total:	\$ 551,130.00	\$ 57,100.51	\$ 151,416.09	27.47%	\$399,713.91

Organizing

Legal Services	7,500.00	-	-	0.00%	\$7,500.00
Cont. Educ./Conferences	1,000.00	-	-	0.00%	\$1,000.00
Printing	1,000.00	-	-	0.00%	\$1,000.00
Meeting Expenses	5,000.00	-	-	0.00%	\$5,000.00
Travel Expenses - Lodging	2,000.00	-	-	0.00%	\$2,000.00
Travel Expenses - Mileage	4,000.00	-	-	0.00%	\$4,000.00
Total:	\$ 20,500.00	-	-	0.00%	\$20,500.00

TOTAL EXPENSES	\$ 911,630.00	\$ 91,875.23	\$ 268,656.38	29.47%	\$642,973.62
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To Date Unspent Budget: \$73,204.87

ENDING BALANCE - 03/31/2020

Gain/Loss (Income+Disbursements): \$78,117.04

CONTINGENCY \$ 16,570.00

DATE	Assoc. Gov. Travel
Qtr. Totals:	\$ 4,563.87
YTD TOTALS:	\$ 10,342.25

Bargaining Travel
\$ 745.73
\$ 3,446.68

Memb.& Assoc. Travel
\$ 1,635.95
\$ 6,264.07

GRAND TOTAL
\$ 6,945.55
\$ 20,053.00



2ND VP, *cont. from page 1*

with child care issues due to the closure of care facilities, these two leave types (which are in addition to any other leave accounts you may have), may be of interest to you. If you are not familiar with these documents, please go to the AEE web site and read them.

Weekly update meetings with AEE leadership (our President, Eric Knapp) and high level ODOT management regarding COVID-19 updated and employee concerns. An example of one of the many aspects to come from these meetings is employees being authorized to take home essentially any equipment other than a desk, which was not the case in management's early response in some areas. Another example is the ability of ODOT employees to use a personal vehicle for site visits and to be authorized full federal mileage rate reimbursement if they are not assigned a vehicle specifically to them and are concerned for exposure to the virus through the use of joint use vehicles.

Weekly to bi-weekly status check-ins with HQ HR regarding the status of ongoing concerns as well as new issues, including addressing disciplinary issues and grievances.

AEE has been sending members and employees regular updates regarding these matters via personal and Agency email with our Constant Contact vendor. Hopeful most of the items above are not new information to most.

Given that the early May 2020 COVID-19 update by our Governor suggests that we will be living with the attempts to suppress the spread of this virus "for many months" and that at least ODOT management (not sure about the other Agencies) is suggesting that we are looking at continuing to have many employees teleworking through July of 2020, and perhaps beyond, here's some information to consider around this situation:

Pursuant to the AEE 2019-2021 Collective Bargaining Contract (CBT), Letter of Agreement 5, teleworking is at the request of the employee and subject to the approval of management. It is not something that management can mandate on an employee (other than perhaps at the onset of initial employment). The agreement to telework can be suspended by either party at any time. Article 10.12,

Section 3 addresses that employees who are teleworking previous to an office closure may be granted a continuance of that situation during an office closure. As per Articles 5.2, 5.3 and 5.4 the Agencies have an obligation to provide safe working facilities.


Pursuant to Article 9.2 (except for in the case of an office closure, see Article 10.12) an employee who reports for duty is to be paid for all hours of their regularly scheduled shift. When teleworking, that means, if due to circumstances beyond the employee's control (such as the network being overloaded or otherwise inaccessible) work cannot progress and the employee is ready and willing to work, that the employee remains on paid time and is not subject to having to use leave time. That said, it is reasonable for the employer to expect employees to download documents etc. such that they may have work which can continue without connectivity. Additionally, when teleworking, for most employees, that is from their personal residence, which becomes their workstation and travel time and mileage from that location during their normal work hours is appropriate for site visits or to make use of office equipment, etc., given the telework site is the employee's "regular" work site for the period of the teleworking.

Pursuant to Article 9.1, Section 1, AEE employees have one of two work schedules, either a "regular work schedule" which is eligible for overtime on a daily basis (Article 9.4, Section 3 B and Section 4 C) or a "non-regular work schedule" which is subject to overtime after 40 hours in a week (Article 9.4, Section 3 B and Section 4 C). There is no such thing as a "flex schedule" e.g. being on a regular work schedule and taking 3 hours off midday for whatever reason and resuming work later in the day, or the next day, or later in the week) to make up the hours. That situation would, however, be compatible with a "non-regular work schedule". If you find yourself in that situation frequently, it would be appropriate for you to request a "non-regular work schedule". Also, if the reason for the extended mid-day work break is to care for children due to COVID-19 closures, then EPSL could also be applicable. If you are an ODOT employee using TAMS to re-

cord your time worked, you may have noticed a myriad of codes in the transfer column with the word "Flex" in them. Those codes are to be used with a "non-regular work schedule" to cause TAMS to recognize overtime on a 40-hour basis verse a daily basis. If you use those codes, your overtime for that week will be on an after 40-hour basis. For whatever reason, TAMS does not require managerial approval to use a "Flex" code, although the CBA requires managerial agreement prior to being on a "non-regular work schedule". If you and your manager agree to a "non-regular work schedule", and elect to tell "Ask TAMS" you will be required to provide a "regular" "non-regular work schedule", this seems contradictory, but I suppose there must be some sort of reason for it.

State Highway Fund Concerns

At ODOT in late April 2002 management alerted employees of pending funding concerns for operations funds. These funds include not only highway maintenance and operations, but employee expenses which are not project chargeable, such as overhead for staff meetings and training, sick leave, vacation, pensions, etc. These expenses are not eligible for federal funding or for HB2017 funding. These expenses are anticipated to rise at a rate of 6% per year, whereas the funding is anticipated to rise at a rate of 2% year. Reportedly, the COVID-19 response, which resulted in less fuel being sold in Oregon, has exasperated this funding concern to the tune of over \$100 million and that the projected short fall will compound this funding concern. Many of us at ODOT received an introductory email from Delivery and Operations Division Manager, Karen Rowe, in late April wherein previous experience in effecting change at Colorado DOT was discussed as well as the intent to help ODOT get through this most recent budget crisis, hopefully without layoffs. Those of us that have been at ODOT for a decade or three have seen budget crises come and go. Some employees have asked AEE leadership about the likelihood of layoffs that management hopes won't occur. Others recall prior lean times with furloughs and pay freezes. As I recall from the old timers, the last layoffs at the "Oregon State Highway



Division” (when hard hats were yellow) was in the mid 1970’s. Folks were still talking about it over 15 years later. My take on it at the State Highway Fund budgetary concern is that it is largely a hypothetical discussion that has a ways to go to be vetted and well understood and what the ramifications may be. Until then, I’m certain that management no more desires any adverse employment impacts on employees than employees do. We have a good CBA that will take us through June of 2021 and your AEE bargaining team will do their best with whatever may come our way at that time. Just as AEE has every time in the past.

2019-2020 Salary Charts

As you are likely aware, as of this writing, ODOT has not seen fit to distribute salary tables for the current AEE 2019-2021 Collective Bargaining Agreement. AEE understands that DAS has made the salary tables available to the Agency HR units and at least one Agency (OPRD) has distributed the same to AEE employees. In the meantime, AEE has posted the salary tables on the AEE web site.

You may recall that AEE employees will be eligible for a new 10th step effective on July 1, 2020 (and implemented at the employee’s next Salary Eligibility Date, after having been at the 9th step for at least one year). Additionally, there will be a 3.00% COLA effective October 1, 2020.

Representation and Lead Work Differential Updates

As ODOT HR has been otherwise engaged with the COVID-19 response, there is no new information to provide on these two topics which has not already been covered in my two previous SI Journal articles on these topics.

Until next time, keep up the good work, be innovative, figure out how to work through the challenges, support one another, rejoice in each other’s successes and be compassionate for others’ losses.

Pete Castro, PE - AEE Second Vice President



**AEE BOARD MEETING MINUTES
4/24/2020**

Attendees via Conference Call:

- Eric Knapp—EK
- Pete Castro—PC
- Cesar Lopez—CL
- Lajuana Kelley—LK
- LeRoy Dwire—LD
- Marty Klug—MK
- Ray Hubbell—RH
- Leslie Hasse—LH
- Thor Alvarado—TA (arrived late)
- James Darnell—JD
- Paul Singer—PS
- Karen Scott—KS
- Brian McBeth—BM
- Misty Wells—MW

Come to order at 8:32am

**Welcome/
Recognitions:**

Thor Alvarado and Ray Hubbell recognized for their efforts.

Discussion:

Discussed COVID-19 and potential im-

pacts moving forward.

LOA Update:

COVID-19 LOA was updated and addendum sent out to the membership.

Nominations:

Board accepted nominations for upcoming elections. New nominee for R2-Summer Guthrie. All other positions up for election have current board member as nominees.

Meeting Minutes Review:

Motion to accept board meeting minutes as written.

--Motion Carried.

Budget Review/Treasurer's Report Review:

Treasurer's report and budget reviewed. Motion for approval.

--Motion Carried.

AEE PAC Report:

NASHTU Cancelled due to COVID-19. Two new board members: Chris Primm

and John Eells.

Tech Committee Update:

Server is now set up for board access. Equipment has been received, ready for delivery.

Salary Chair Update:

Still have not received printable version of salary tables from the agency

Governance Committee:

EK: We need to get the governance committee back up and running. Marty were you going to get that up and running? I understand you were taking over from Melissa as the Chair.

MK: Ok I can get that started.

Journal Articles:

Topics discussed.

Website Statistics:

Sent to board via email.

Adjourn @11am

President	Eric Knapp <i>Region 5 Ontario Office</i>	c. 541-406-8899 president@aceo.org eric.knapp@aceo.org	7/19-6/21
Director at Large	Vacant		
First Vice President	Cesar Lopez <i>Region 2 Salem Office Bldg. A</i>	w. 503-986-5823 c. 503-339-6714 firstvp@aceo.org cesar.lopez@aceo.org	7/19-6/21
2nd Vice President Salary Chair	Pete Castro <i>Region 3 Roseburg Office</i>	w. 541-957-3603 c. 503-400-2951 secondvp@aceo.org pete.castro@aceo.org	7/18-6/20
Secretary Treasurer	Marty Klug <i>Headquarters TLC Office</i>	w. 503-986-3586 c. 503-510-0113 sectreas@aceo.org marty.klug@aceo.org	7/18-6/20
Director Headquarters	Karen Scott <i>Headquarters TLC Office</i>	c. 503-881-5511 hqdirector@aceo.org karen.scott@aceo.org	7/19-6/21
Mill Creek Director	Ray Hubbell <i>Mill Creek Office</i>	c. 503-239-6700 mcdirector@aceo.org ray.hubbell@aceo.org	7/18-6/20
Asst. Mill Creek Director	Alex Bettinardi <i>Mill Creek Office</i>	w. 503-986-4104 c. 503-385-5928 alex.bettinardi@aceo.org	
Director Region 1	Thor Alvarado <i>Sylvan Office</i>	c. 503-510-0134 directorregion1@aceo.org thor.alvarado@aceo.org	7/19-6/21
Asst. Director Region 1	Dave Haase <i>Region 1 Barlow Office</i>	w. 502-510-8492 David.haase@aceo.org	
Director Region 2	James Darnell <i>Materials Lab</i>	c. 503-507-2292 directorregion2@aceo.org james.darnell@aceo.org	5/19-6/20
Asst. Director Region 2	Regina Thompson <i>R2 Tech Center</i>	c. regina.thompson@aceo.org	
Director Region 3	Lajuana Kelley <i>Region 3 Coquille Office</i>	c. 541-817-5771 directorregion3@aceo.org Lajuana.kelley@aceo.org	10/18-6/20
Asst. Director Region 3	Christa Vogt <i>Region 3 Roseburg Office</i>	c. Christa.vogt@aceo.org	
Director Region 4	Paul Singer <i>Region 4 Bend Office</i>	c. 503-480-5055 directorregion4@aceo.org paul.singer@aceo.org	7/19-6/21
Asst. Director Region 4	Tana Libby <i>Region 4 Bend Office</i>	w. tana.libby@aceo.org	
Director Region 5	Leslie Hasse <i>Region 5 LaGrande Office</i>	w. 541-963-1576 c. 503-510-0792 directorregion5@aceo.org leslie.hasse@aceo.org	7/18-6/20
Asst. Director Region 5	Lisa Hayes <i>Region 5 LaGrande Office</i>	c. 541-910-1904 lisa.hayes@aceo.org	
OPRD Director	Brian McBeth <i>Parks Office Salem, Summer St.</i>	c. 503-510-0173 oprddirector@aceo.org brian.mcbeth@aceo.org	7/19-6/21
Forestry Director	Leroy Dwire <i>Forestry Office Salem, State St</i>	w. 503-945-7324 c. 503-400-2927 forestrydirector@aceo.org Leroy.dwire@aceo.org	7/18-6/20
AEE Technical Support	Jonathon Nicholson <i>APEX</i>	Contact Cesar Lopez Tech Committee Chair	
AEE Program Coordinator	Misty Wells <i>AEE Office (PO Box 13428 Salem, OR. 97309)</i>	w. 503-585-6340 Office@aceo.org	

RESOURCE GUIDE

STUDY GUIDES

Scott Cramer
w. 503-986-3596
Website:
www.ppi2pass.com
15% code: ORDOT





Association of Engineering Employees of Oregon

Membership Application

Please submit completed applications to your AEE Representative or via mail to:
Association of Engineering Employees of Oregon
PO Box 13428
Salem, OR 97309

Required Contact Information

Last Name: _____ First Name: _____ Middle Initial: _____
Street Address: _____ Apt. #: _____
City: _____ State: _____ Zip Code: _____
Dept/Agency: _____ Employee ID #: _____ Region: _____
Phone (Work): _____ Phone (Personal): _____ Crew #: _____
Email (Work): _____ Shirt Size: _____
Personal Email (Required): _____

I am submitting this form to:

Sign up for new membership Renew my membership Provide a change of information

Monthly Deduction Authorization(s)

Pursuant to ORS 292.055, and until notice from me in writing, I request my employer to deduct monthly from my salary, wages or other sums due to me by virtue of my employment, the amount specified in the AEE Bylaws and disburse the same as dues to the Association of Engineering Employees of Oregon.

AEE Membership Dues: I authorize a monthly payroll deduction for AEE membership dues in the amount specified by the AEE Bylaws and certified by AEE.

Signature: _____ Date: _____

You have \$100 available tax credit (\$50 if you file single) to contribute to any political cause you wish. Make your career your cause, contribute to the AEE Political Action Committee (AEE PAC).

AEE PAC Contribution: I authorize a monthly payroll deduction in the amount of \$8.33 per Monthly/Joint (\$100.00 Tax Credit) - **OR** - \$4.17 Monthly/Single (\$50.00 Tax Credit) - **OR** - Other: \$ _____

Signature: _____ Date: _____

AEE Representative: _____

PO Box 13428, Salem, OR. 97309 * Phone: 503-585-6340 * Fax: 503-210-9060* www.aeeo.org