



# ACSSQUARTERLY

The

**Meet**

**&**

**Confer**

Process

Q1 2016

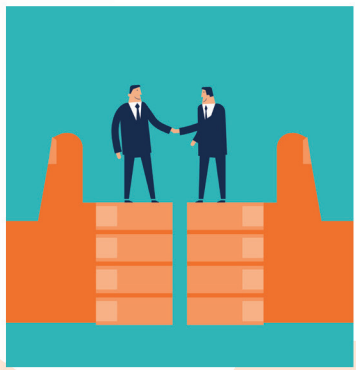
*How ACSS Advocates for better wages, hours  
and working conditions for YOU!*



# THE MEET & CONFER PROCESS

The Meet and Confer process is an important part of ACSS' representation program. By law ACSS has a right to meet with the Employer (The State of California Administration and CalHR) to advocate on behalf of ACSS members and their interest on decisions by the employer that affect the hours, wages, and working conditions of the members. The Meet and Confer process is an integral part of the relationship between the Employer and State employees. Similar to rank and file, the Meet and Confer process allows excluded employees to have a voice prior to any decisions being made by the Employer, that would affect issues such as hours worked, salaries, and working conditions. In conducting Meet and Confer meetings with the State on your behalf, ACSS is YOUR voice, standing up for your rights in the workplace.

For over 25 years, the Association of California State Supervisors has been protecting and representing the best interests of managers, supervisors and confidential employees of the State of California. The Ralph C. Dills Act and the Bill of Rights for State Excluded Employees mark the seminal pieces of legislation that give State employees the right to form, join and participate in employee organizations of their own choosing. However, since supervisors, managers and confidential employees (ACSS Members) are excluded from collective bargaining, their main interaction with the State on changing workplace issues comes in the form of "Meet and Confer" meetings. In 2004, ACSS secured this type of group level representation for employees excluded from collective bargaining. Prior to 2004, excluded employees were legally allowed to join an organization(s) to represent them on individual cases, but they weren't able to address working conditions on a group level within their various departments. The Bill of Rights for State Excluded Employees specifically outlines the Meet and Confer process to resolve conflicts with the employer. The Meet and Confer process is somewhat similar to collective bargaining in that it allows ACSS the opportunity to



provide valuable input prior to decisions being made and new policies implemented. During this process, the details of the proposed policies can be changed or modified prior to the implementation of the policy. This method is a much more interactive and collaborative process than collective bargaining, which is often adversarial.

## HOW DOES THE MEET AND CONFER PROCESS WORK?

Prior to the implementation of a new policy or a change to an existing policy, the state provides ACSS with a notice of the proposed changes. ACSS reviews the notice to determine potential impacts on excluded employees. If, based on our analysis, we anticipate the possibility of negative impacts, we immediately reach out to the ACSS members in the affected department for feedback. In working with the affected members, ACSS is able to determine the severity of the impact of the proposed change. If the members are negatively affected by the proposed change, ACSS requests to have a Meet and Confer meeting with CalHR to review the issue. At the Meet and Confer meeting, ACSS is able to present the impacts on its members by the proposed change and work with CalHR in addressing these issues.

In the Meet and Confer process, ACSS members receive the benefit of having their voices heard and their position on issues presented by ACSS instead of them doing it individually. The added benefit for members in this process is that they can remain anonymous. The Meet and Confer process and ACSS' work with its members often raises awareness of issues within the workplace at a level that employees may not have been previously aware.

## MEET AND CONFER ACHIEVEMENTS

The ACSS Meet and Confer process has achieved many milestones recently:

In 2011 California Department of Corrections and Rehabilitation (CDCR) planned an extensive realignment within the department. The realignment plan called for significant layoffs. As a result of the Meet and Confer meetings, ACSS worked with CDCR on the realignment plan in mitigating the impact of layoffs, transfers, reassignments, and addressed compensation issues for ACSS members affected by the plan.

In March of 2013 the Administration notified ACSS of a planned large-scale departmental reor-



gанизation program where the Department of Real Estate merged into the Department of Consumer Affairs (DCA). ACSS held several Meet and Confer meetings with the Administration and advocated on behalf of the affected supervisors and managers. As a result of ACSS efforts, members affected by the reorganization retained their benefits and many avoided layoffs and demotions.

In December of 2015, ACSS filed a group grievance against the California Department of Transportation (CalTrans) for not fairly compensating employees who were called back to work after working a full shift. After Meet and Confer meetings with CalTrans, ACSS' grievance was granted. As a result, all CalTrans employees covered by the grievance were awarded fair compensation for "call back" time and back pay for prior "call back" hours worked.

### MEET AND CONFERS CONTINUE IN THE FUTURE

ACSS continues to work with members on identifying issues that are appropriate for Meet and Confer meetings. We are currently involved with the recent systematic closures of the Department of Developmental Services (DDS) buildings throughout the state of California. The closures of DDS buildings will continue to affect many more ACSS members. ACSS plans ongoing Meet and Confer meetings during the building closures to help affected employees obtain a fair and smooth transition through the closure process. ACSS will continue to stand up for the rights of these affected employees and continue to advocate on their behalf in seeking successful outcomes.

Participating and advocating on behalf of members in Meet and Confer meetings is one of the most important services provided by ACSS. Without this program, it would be much more difficult for excluded employees to resolve issues within their workplace. ACSS has worked hard over the past 25 years to stand up on behalf of excluded employees and help make positive changes. However, we can't do it alone - we rely on feedback from members like you to help make us aware of potential issues within the workplace. Through the Meet and Confer process, members and ACSS can work together to help make a better work environment for you.

If you are an ACSS member who is experiencing issues within your department, please contact your ACSS Labor Relations Representative. Call us today at (800) 624-2137! 📞

### Reflecting on 2015 & Planning for 2016

Thank you for your continued support of ACSS. We are reflecting on how far we have come while laying plans for more success in 2016. With your help, 2015 was a year to be proud of. We accomplished a lot together. We helped stop the first round threat of the DeMaio/Reed attack on our pensions. We helped lead in the efforts to defeat high deductible health care plans and retiree health care cost sharing proposals. We protected our interests in the 2015-2016 State Budget and, as seen in the recent release of the 2016-2017 State Budget, these protections continue. In fact, because of our efforts to resolve salary compaction, the Administration now deals with excluded employees specifically in the budget. In previous years we were always grouped part and parcel with rank and file union employees, at the whim of their bargaining efforts.

We had many victories by the ACSS Labor Relations Representation Team in protecting individual members. Through the hard work of our Member Outreach Program, we have increased our membership to an all-time high. We also developed greater opportunities for member involvement and began strategic partnerships with other public/labor organizations. We continued to build political influence by working with key Legislators. Internally, we held local and statewide ACSS Chapter Officer Elections, including a successful ACSS Delegate Assembly and CSEA General Council.

These accomplishments merely scratched the surface of ACSS' and member efforts in 2015. We have worked hard to make life better for state supervisors, managers and confidential state employees. We are proud of these accomplishments and look forward to continuing the momentum in 2016. We have much more to do. Simply stated, we will take ACSS to the next level.



With your continued help and support we can improve, and together look forward to another prosperous year.

**FRANK RUFFINO**  
*ACSS President*





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Q1  
2016

First Name Last Name

Address 1

Address 2

City, State ZIP

{NOW}

IS THE TIME TO FIGHT FOR YOUR CAREER.

LOBBY DAY  
2016

March 8<sup>th</sup> & 9<sup>th</sup>

At Lobby Day the goal is for you to unite with other ACSS members and educate your legislators about the issues that affect your careers.

**This event is what ACSS is all about! Stand up with fellow excluded employees and let your voices be heard. Together, we can make a difference.**

**REGISTER ONLINE BEFORE FEBRUARY 19th!**  
[www.ACSS.org/LOBBYDAY](http://www.ACSS.org/LOBBYDAY)

GET  
INVOLVED!

Come to your local ACSS  
Chapter's next meeting:

502/503 - Jan. 27 (Sacramento)

512 - Jan. 28 (Westlake Village)

509 - Feb 10 (Fresno)

508 - Feb. 11 (Stockton)

507 - Feb. 16 (Moss Landing)

514 - Feb. 18 (Ontario)

502/503 - Mar. 30 (Sacramento)

For more info, visit [www.ACSS.org/Events](http://www.ACSS.org/Events)

Contact ACSS Headquarters:  
(800) 624-2137 | [acss@ACSS.org](mailto:acss@ACSS.org)