



ASSOCIATION OF PROFESSIONAL DISABLED SERVICE EMPLOYEES

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Sent via [Personal Hand] & or Delivery Service Delivered to each per agreement with the Employer. The APDSE served all Collective Bargaining Unit Employee's (CBUE'S) with this Letter Delivering this document to their respective Mailbox at DCRC on or about 03/01/19 and via Email to all, emphasis added, APDSE Members by the Collective Bargaining Agent ("the Labor Union") to the employees employed by the Disability Community Resource Center ("the Employer") and via Regular U.S. Mail to all other parties including the elected representatives and other officials that are listed below including Mr. T.J. Hill, DCRC Executive Director and Chief Labor Representative for the Employer

03/01/19

Jeff Michaelson, Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees ("APDSE") 02.21.19 Letter submitted to all ("CBUE's) Employed by DCRC with Respect to the Development of the (1) Metric Based Pay Scale [Appendix ("F")] and (2) Independent Living Skill(s) Proficiencies [Appendix ("E")], incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement ("CBA").

Dear Collective Bargaining Unit Employees ("CBUE") Employed by the Disability Community Resource Center ("DCRC"), the Employer, Elected Representatives, other Officials, and Mr. T.J. Hill

I.

Summary with Respect to the Metric Based Pay Increase Standards ("merit based pay raises") Enclosed with this letter as a draft copy that shall be Appended as Appendix ("E") & The Independent Living Skill Proficiency Skills / Expertise (Employment Qualification & Promotion Standards that also shall be appended as Appendix ("F") and Incorporated & attached to the APDSE – DCRC CBA

On behalf of the Association of Professional Disabled Service Employees ("APDSE, hereinafter"), the undersigned is providing all, Collective Bargaining Unit Employees ("CBUE's, hereinafter") with draft copies of both the (1) Metric Based Pay Based Standards and (2) the Independent Living Skills Proficiencies ("IL Proficiency Skills") that have been proposed by the APDSE as provided herein to the Disability Community Resource Center ("DCRC, hereinafter") for your consideration. Mr. T.J. Hill, Executive Director ("E.D., hereinafter") & Chief Labor Negotiator for the Employer, DCRC agreed that the Employer shall include both the (1) Metric Pay Based Standards as Appendix ("F") and the IL Proficiency Skills as Appendix ("E") as attachments to the APDSE – DCRC Collective Bargaining Agreement as though

03.01.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees ("APDSE") to all Collective Bargaining Unit Employees ("CBUE") Employed by the Disability Community Resource Center ("DCRC") with Respect to the Development of the (1) Metric Based Pay Scale [Appendix ("F")] and (2) Independent Living Skill(s) Proficiencies [Appendix ("E")] incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement ("CBA")

fully incorporated and set forth in the CBA at a Labor Management Settlement Conferences that occurred on 12/20/18 and continued on 01/10/19.

Mr. T.J. Hill, E.D. & Chief Labor Negotiator for DCRC agreed in an Email sent to the undersigned on behalf of the APDSE enclosed as attachment # (5) with this letter to include both Appendices (“E”) and (“F”) that shall be incorporated by reference as though fully set forth in the APDSE – DCRC CBA in exchange for the withdrawal of (2) two Unfair Labor Practice Charges (“ULP’s”) filed against DCRC by the APDSE with respect to illegal changes to the terms and conditions of employment pertaining to the compensation of certain newly hired CBUE’s employed at DCRC. Newly hired CBUE’s wages were improperly decreased by the former CEO and Chief Labor Negotiator for the DCRC, Ms. Anastasia Bacigalupo. The APDSE proposed both DRAFT Appendices as enclosed with this letter as # (4) four & # (5) five as the procedural policy that DCRC is obligated to implement with respect to promotion(s) (IL Proficiencies Skills , please see Appendix (“F”) and utilize Appendix (“E”) as a uniform standard with regard to merit based pay increases (“raises, hereinafter”) going forward at DCRC. Appendices (“E”) and (“F”) enclosed with this letter were proposed as DRAFTS to end the unfair practice that DCRC (“DCRC, hereinafter”) formerly known as the Westside Center for Independent Living the Westside Center (“WCIL”) utilized previously as the process with respect to promotions and raises as Mr. Marvin Wasserman, a former DCRC Board of Director Member and E.D. employed by the Brooklyn, New York Independent Living Center (“ILC”) had asserted in his 08/30/15 Email sent to the undersigned at the beginning of the (1st) first CBA negotiations between the APDSE and DCRC, fma, WCIL.

Please see the true and correct copy of Mr. Marvin Wasserman’s 08/30/15 Email sent to Jeff Michaelson before the undersigned was elected via a secret ballot election to represent the Association of Professional Disabled Service Employees (“APDSE”) as the Board President and Chief Labor Negotiator for the APDSE also enclosed with this letter. Read the 08/30/15 email (Enclosure 1) sent by Mr. Marvin Wasserman to the undersigned and the merit, promotion, and Cost of Living Adjustment (COLA). The 08/30/15 Email sent by Mr. Marvin Wasserman to the undersigned proves in no uncertain terms that DCRC promoted employees and or awarded raises, Cola’s, and promotions randomly, whimsically, and prejudicially as their business practice. With this said, the Association of Professional Disabled Service Employees (“APDSE”) has substantively transformed the “unconscionable [and] unjust [raises and promotion] pay process for only the chosen few (referring to the system of promotion and pay raises that the previous management at DCRC had utilized with respect to preferentially with [legal] prejudice) that Mr. Marvin Wasserman factually asserts through the collective bargaining process with respect to the proposed (Enclosure 3) IL Proficiency Skills Grid and (Enclosure 4) Merit Based Pay Chart enclosed with this letter for your consideration and timely response.

Your input is an imperative, please review both appendices (“E”) & (“F”) and send any additional standards, IL knowledge, or skills that are the necessary job duties and expertise with respect to each of the IL Work Classifications as provided by Article I, § 1 of the APDSE – DCRC CBA. Your timely submission with respect to the revisions pertaining to the Appendices enclosed with this letter must be received by March 31, 2019 by the APDSE via mail or via Email at APDSEUnion@gmail.com.

03.01.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees (“APDSE”) to all Collective Bargaining Unit Employees (“CBUE”) Employed by the Disability Community Resource Center (“DCRC”) with Respect to the Development of the (1) Metric Based Pay Scale [Appendix (“F”)] and (2) Independent Living Skill(s) Proficiencies [Appendix (“E”)] incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement (“CBA”)

Any written revisions or additions with respect to appendices (“E”) & (“F”) can be sent via regular mail to the Association of Professional Disabled Service Employees (“APDSE”) Business Office, however any written amendments must be received by March 31, 2019 for consideration because the APDSE must present any final proposal pertaining to the metric based pay standards and Independent Living Proficiencies Skills to Mr. Hill for a final approval.

- *The Association of Professional Disabled Service Employee’s (“APDSE”) Business Address
10586 West Pico Boulevard, Ste. # 145, Los Angeles, California, 90064-0005*

II.

BACKGROUND WITH RESEPECT TO THE COLLECTIVE BARGAINING PROCESS & DEVELOPMENT OF THE METRIC BASED PAY STANDARDS [raises – that shall be attached as Appendix (“E”) & (“F”) with respect to the fully enforceable APDSE – DCRC CBA]

A tentative agreement (“TA”) with respect to the inclusion of appendices (“E”) & (“F”) shall be reached between the APDSE and DCRC prior to any submission of the metric based pay increase standards (“raises”) and the Independent Living Skill Proficiency Skills (“promotion standards”) to the APDSE Membership for ratification via a secret ballot election pursuant to and in accordance with Article XII, § 1 on pages (18) eighteen through (19) of the Association of Professional Disabled Service Employees (“APDSE”) Constitution posted on – line at APDSELaborUnion.org. In other words, before a ratification vote is certified for submission to the general APDSE Membership a final copy of both the Metric Based Pay Standards Grid and IL Proficiency Standards that shall be incorporated by reference with respect to Article VII, §§ 1 – 3 on pages (11) eleven & (12) twelve of the APDSE – DCRC CBA and appendix (“A”) on page (24) twenty – four of the APDSE – DCRC CBA.

To be clear, Mr. Hill acting as the E.D. and Chief Labor Representative / Negotiator on behalf of DCRC agreed to include the Metric Based Pay Standards (pay raises based on merit) enclosed with this letter as appendix (“F”) as an attachment as though fully incorporated by reference with respect to the APDSE – DCRC CBA. Adjustments or revisions pertaining to appendix (“F”) that reflect the interests of the APDSE Membership that are proposed should be included in any final written proposal submitted to Mr. Hill and then provided to the APDSE Membership for ratification via a secret ballot election that is tentatively scheduled for March 15, 2019. With this said, Mr. Hill agreed to include the Independent Living Skill Proficiency Standards (“promotion standards”) with respect to Independent Living Skill Specialist Classifications as an IL Specialist [i.e. Housing Specialist, Benefit Appeals Specialist, Mental Health Peer Support Specialist, Systems Change Advocate, [West Hollywood] Community Specialist, Personal Assistant Specialist, Assistive Technology (“AT”) Specialist, Job Developer, Information & Referral Specialist (“I & R”)] I, II, & III.

Based on the feedback from the APDSE Membership, Consumer input, Organized Labor Theory, and the Independent Living Philosophy the Association of Professional Disabled Service Employees (“APDSE”)

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proposed an IL Specialist pay grades I [beginner], II [intermediate], III [advanced], & IV [expert] for each work classification specialization as provided at Article I, § 1 of the APDSE – DCRC CBA on page (1) the one of the APDSE – DCRC CBA. Mr. Hill did agree to consider inclusion of an IL Specialist [expert] IV pay grade with the condition that the APDSE shall stipulate (agree) to amend Article VII, §§ (1) – (3) of APDSE – DCRC CBA to include language that **any and all** IL Specialists that fail to meet the IL Proficiency Standards within their respective work classification(s) as provided at Article I, § 1 on page (1) one of the CBA are subject to a pay decrease to the extent that any IL Specialist does not meet the clear, measurable, and transparent standards set forth as appendices (“E”) & (“F”) enclosed with this letter. Moreover, Mr. Hill also conditioned inclusion of IL Specialist I, II, III, & IV pay grade designations as described on Enclosure # (3) three within each Work Classification Specialization as Exhibit (“E”) as an attachment to the APDSE – DCRC CBA **only if a majority** of the APDSE Membership ratified both Enclosures # (3) three & (4) four through a secret ballot election in accordance the APDSE Constitution at Article XII § 1 on page (18) & (19) of the Constitution.

III.

PURPOSE & SCOPE

METRIC BASED MERIT INCREASE PAY (“raises) STANDARDS & THE DRAFT INDEPENDENT LIVING SKILL PROFICIENCIES / EXPERTISE

For many years there has mostly been no written or other type **of professional** qualification standard(s) applied by DCRC and or a plurality of the Independent Living Centers with respect to employment criteria. Professional standards that are transparent, clear, relevant, and measurable were never developed by DCRC and a plurality of ILC’s with respect to the job specializations that are provided by the Collective Bargaining Unit Employees for the benefit of persons with disabilities (“PWD’s”). The critical job specializations that PWD’s relied upon and require to effectuate independent living did not exist in a standard measurable format until the fully executed APDSE – DCRC CBA was ratified by a majority of the APDSE Membership on March 28, 2018.

DCRC (1) promoted, (2) hired, (3) demoted, (4) provided raises and (5) terminated their employees employed without regard to any cognizable measurable standard capriciously based upon mostly personal favoritism. To this end, the Association of Professional Disabled Service Employees (“APDSE”) **has substantively changed and eradicated** the whimsical, capricious, and arbitrary (1) promotion, (2) hiring qualification standards, (3) demotion standards (4) merit based pay raises standards and (5) termination standards [please refer to Article XV, §§ (1) – (4) & Article XVI, §§ (1) – (7) of the APDSE – DCRC CBA on pages (19) nineteen through (22) twenty - two] that were **virtually none – existent at DCRC** and a plurality of other Independent Living Centers throughout this great state. Through persistent, ongoing, vociferous, tenacious, advocacy the draft metric based pay standards & Independent Living Proficiency competencies enclosed with this letter as appendices (“E”) & (“F”) have now been developed because of the collective bargaining process [Labor & California’s uniquely pro – employee Labor Code].

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Collective Bargaining Rights (labor law) has effectively supplanted the power of the ILC's elite hierarchy that has arrogantly ignored the needs of the front line service workers and the PWD's. Through the collective bargaining process the first ever opportunity, for the actual front line workers & PWD's served by the employees employed by DCRC (other ILC's) to develop transparent, measurable, knowledge based proficiencies, and skills is submitted to each APDSE Member for your valuable input. With this said, please review enclosures (3) three & (4) four attached to this letter and submit any and all revisions, additional employment skills/knowledge based competencies, criticisms, compliments, and or inquiries to the Association of Professional Disabled Service Employees ("the APDSE") via Email or mail from the date of receipt of this letter [on or about February 28, 2019]until Ma

IV.

THE PROCESS WITH RESPECT TO THE FINALIZING THE MERIT BASED PAY INCREASE & INDEPENDENT LIVING SKILL(S) PROFICIECIES AND IMPLEMENTING THE FIRST EVER METRIC BASED INDEPENDENT LIVING COMPETENCY STANDARDS THAT SHALL BE INCORPORATED BY REFERENCE WITH AND ATTACHED TO THE APDSE – DCRC CBA

Mr. Hill, the Executive Director of DCRC is very aware of this historic precedential opportunity to craft actual measurable IL standards that are anthem to the previous non – existent standards that Mr. Wasserman summarizes in his 08/30/19 Email sent to the undersigned at the commencement of these historic (1st) first Collective Bargaining Negotiations between the APDSE and DCRC. With this said, Mr. Hill has generously agreed to provide the APDSE with the use of the DCRC Community Room with the AV Equipment for the purposes of maximizing the APDSE Members input.

The APDSE proposes that (3)three meetings shall be scheduled in the DCRC Community Room between March 05, 2019 through March 30, 2019, for the purposes of maximizing the input of all APDSE Members in this historic precedential process with respect to creating the first ever transparent and measurable IL Proficiency standards. Mr. Hill has generously offered the use of DCRC's Community Room after work hours (5:30 p.m.) for the purposes of developing and finalizing the first ever metric based pay standards & Independent Living Skill Proficiencies enclosed with this letter as enclosures (#3 & #4) with this letter. With this said, (3) three power point presentations shall be developed by the APDSE that summarize the scope and purpose with respect to the implementation of both the Metric based pay standards and Independent Living Proficiency Competencies to effectuate a robust open forum for all APDSE Members to propose any changes or additions to both enclosures # (3) three & #(4) four attached with this letter. The Audio Visual ("AV") equipment located in the DCRC Community Room shall enhance the presentation and facilitate informed critical analyses of the metric based pay standards and Independent Living Skill Proficiencies. Neither Mr. Hill nor any DCRC Management shall be present in the DCRC Community Room during the above APDSE meetings / presentations.

A schedule with dates and times shall be developed and sent to all APDSE Members by no later than March 03, 2019, outlining the process for creating and finalizing the IL Proficiency Standards and Merit Based Pay Standards that shall govern both raises and promotions at DCRC going forward. All APDSE

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Members receiving this letter are **strongly encouraged** to submit any and all revisions, questions, criticisms, and or compliments to the Association of Professional Disabled Service Employees (“APDSE”) via Email or letter to the attention of the undersigned at the below address(es) or call Association of Professional Disabled Service Employees (“APDSE”) at 310.461.9648

After the (3) three meetings have been held in accordance with the schedule and timetable that shall be outlined and sent to all APDSE Members by no later than March 03, 2019, a ratification vote shall be set and scheduled to be held via a secret ballot election pursuant to the APDSE Constitution at Article XII, § 1 on or about April 15, 2019. The APDSE has and is actively discussing the IL Proficiency Standards and Merit Based Pay Standards as proposed with the DCRC Advisory Board composed of DCRC Consumers and DCRC Consumers with respect to this most critical creation of the first ever measurable based IL Standard Proficiencies and merit based pay standards. Accountability shall be established after the implementation of the IL Proficiency Standards and Merit Based Pay Standards. Both the DCRC Management and Board of Directors shall be required and legally obligated to apply the Merit Based Pay Standards and Independent Living Proficiency Competencies as legally enforceable term and condition of all Collective Bargaining Unit Employees (“CBUE’s”) going forward.

Upon implementation of the IL Proficiency Standards and Merit Based Pay Standards, the APDSE shall begin the process of lobbying the California State Assembly and Senate to amend the vague nebulous and ineffective California Statutes / Regulations that presently govern Independent Living Employment across the state of California. In summary, the APDSE is creating the first ever transparent, measurable, skill and knowledge based Independent Living Competencies and Merit Based Pay Standards that shall serve as a model template to lobby elected officials for the purposes of effectuate the implementation of professional employment standards with respect to the employees employed by Independent Living Centers statutorily as an amendment to California’s Welfare and Institutions Code §§ 19800–19806 & 29 United States Code (“U.S.C.”) §§ 725 et al.

In Solidarity with **MUCH** Respect,

Jeff Michaelson

03.01.19

Board President / Chief Board President

Desiree Marie Gambos

03.01.19

Union Liaison & Administrative Assistant

Association of Professional Disabled Service Employees (“APDSE”)

Phone: 310. 461. 9648

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Facsimile: 310. 496. 2773
APDSEUnion@gmail.com
JeffMichaelson.APDSE@gmail.com
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ENLOSURES: (1) – (5)

(1) 08/30/19 Email from Mr. Marvin Wasserman, former DCRC Board Member & Independent Living Executive Director employed by the Brooklyn, New York Independent Living Center to Jeff Michaelson asserting and validating that DCRC awarded raises unjustly and in an unconscionable manner

(2) the previous nonsensical DCRC Pay Scale that the APDSE successfully challenged and reconstructed as provided at Article VII, §§ (1) – (3) on page (7) seven of the APDSE – DCRC CBA & page (24) twenty – four – appendix (“A”) of the APDSE – DCRC CBA

(2) (a) The Compensation of all DCRC Employees employed on or about May 10, 2015 with the exception of the undersigned with the redacted names of the DCRC Employees with the exception of Jeff Michaelson, Board President / Chief Labor Negotiator, APDSE & former DCRC Benefit Appeals Advocate (“BAS”) & the Systems Change Advocate

(3) the draft proposed Independent Living Skill Proficiencies that shall replace appendix & amend (“A”) & Article VII, §§ (1) & (2) in the APDSE – DCRC CBA is enclosed with this letter for every APDSE Member to submit their revisions with respect to the IL Proficiencies (IL Promotion Standards) as enclosure # (3) three with this letter

(4) the draft proposed merit based pay increase (mandatory uniform standards utilized by DCRC with respect to merit raises) that shall replace Article VII, § 3 is enclosed with this letter for every APDSE Member to submit revisions with respect to merit raises.

(5) Mr. T.J. Hill’s Email submitted to Jeff Michaelson with respect to DCRC’s agreement to include and attach the Metric Based Pay Standards & Independent Living Proficiency Standards as Exhibits (“E”) & (“F”) to the APDSE – DCRC CBA in exchange for withdrawal of (2) Unfair Labor Practice (“ULP”) Charges filed against DCRC by the APDSE pertaining to the unilateral changes to the compensation of certain collective bargaining unit employees (“CBUE’s”)

C.c. All APDSE Collective Bargaining Unit Employees (“CBUE’s”) with attachments - via Email & via Personal Hand Service

Mr. Jeff Michaelson, Board President / Chief Labor Negotiator, APDSE w/o attachments - via Email

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Mr. Arist Niciforos, Secretary Treasurer, APDSE w/o attachments- via Email
Ms. Desiree Gambos, Labor Union Liaison / Administrative Assistant w/o attachments- via Email
Mr. T.J. Hill, Executive Director, DCRC with attachments – via Personal Hand Service & via Email
Ms. Liz Pazdral, Executive Director, State Independent Living Counsel (“the SILC”) with attachments via United States Certified Mail Number 7018229000017487689 Return Receipt Requested
Mr. Joseph Xavier, Director, Department of Rehabilitation (“DOR”) with attachments via United States Certified Mail Number 70182290000171487696 Return Receipt Requested
The Honorable Ted Lieu – via United States Certified Mail 701822900000171487672 Return Receipt Requested & via Email w/attachments
The Honorable Karen Bass – via Regular U.S. Mail & Email
The Honorable Ben Allan- via Regular U.S. Mail & Email
The Honorable Sydney Kamalager – via U.S. Mail & Email

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Integrity • Professionalism • Dogged Tenacity

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ENCLOSURES (1) ONE THROUGH (5) FIVE

ENCLOSURE # 1

08/30/19 Email from Mr. Marvin Wasserman, former DCRC Board Member & Independent Living Executive Director employed by the Brooklyn, New York Independent Living Center to Jeff Michaelson asserting and validating that DCRC awarded raises unjustly and in an unconscionable manner

FILE COPY

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THE ASSOCIATION WILL CONTINUE TO CHAMPION FAIR EQUITABLE COMPENSATION PACKAGES FOR ALL MEMBERS OF THIS COLLECTIVE BARGAINING UNIT NOT JUST A CHOSEN PRIVILEGED FEW

PLEASE SEE PROOF IN THE BLACK AND WHITE THAT THE ASSOCIATION HAS PRODUCED BELOW THAT COLLECTIVE BARGAINING UNIT MEMBERS HAVE BEEN UNDERPAID FOR YEARS, PROOF FROM WCIL'S OWN BOARD MEMBER, MR. MARVIN WASSERMAN, A FORMER EXECUTIVE DIRECTOR AT THE BROOKLYN INDEPENDENT LIVING CENTER THAT THE SALARIES OF COLLECTIVE BARGAINING UNIT MEMBERS ARE UNCONSCIONABLE. MOREOVER, MR. WASSERMAN PLAINLY ADMITS IN THE EMAIL BELOW SENT TO JEFF MICHAELSON, LABOR UNION BUSINESS AGENT FOR THE ASSOCIATION ON 08/30/15, "... ONLY FAVORED STAFF HAVE GOTTEN SALARY INCREASES OVER THE PAST FEW YEARS"

- THE ASSOCIATION WILL ASK WCIL MANAGEMENT AND WCIL'S BOARD WHO ARE THE FAVORED STAFF?
- THE ASSOCIATION ASSERTS THAT THE SERVICE STAFF THAT WORK WITH THE CONSUMERS ARE THE BACKBONE OF WCIL AND WILL RECEIVE FAIR, JUST, AND EQUITABLE PAY THAT IS COMESURATE WITH OUR LEVEL OF
 - EXPERTISE.
 - EXPERIENCE.
 - AND MERIT

From: Marvin Wasserman [mailto:marvinwssrmn@aol.com]
 Sent: Sunday, August 30, 2015 12:58 PM
 To: jeffmichaelson@hotmail.com
 Subject: continuing our conversation....

received
 via Email 08/30/15
 from Mr. Wasserman

Hi Jeff-

I can understand things from your point of view, and many of your concerns are valid. However, the way you phrase them can be very alienating to your cause, even to your friends. Your stream of consciousness messages to me can be very off-putting, and sometimes I need time to respond rationally without my own anger.

Stating that WCIL is "going to feel the fist of labor," and that you are going to "bring down" WCI, is not helping your cause. It's the difference between using "hard power" (the nuclear bomb, with it's many negative effects on all parties) and the use of "soft power" (stating your concerns, and your solutions, in a compelling way that gets results).

I totally understand why you are angry at Anastacia. I have not spoken to her since the last Board meeting, but I think I get what is happening. You feel angry that, at least in your own mind, you are being dissed. You have been told that you can't, at least now, do the job that you love to do.

Anastacia came into a situation which was not of her own making. She found a fairly large budget deficit and demoralized staff. It would have been difficult for anyone in her shoes. Yes, she doesn't know labor law (and she is, like you, a lawyer, not an attorney), but how many other E.D.s do? How much more would we have to pay an E.D. who knew labor law? And would you be any happier with him/her?

Any course of action a new E.D. would take would be very tricky, navigating the divergent interests. Her first priority was to deal with the deficit-- after all, without doing that WCIL might not survive, we can't right the unjust salary structure, and increase programming. Unlike Alan, she has tried to be transparent, so that everyone should understand why she is making seemingly unpopular decisions, and she has been attacked for this I know that you are angry because you have been taking off doing appeals that generate no money for the agency, and perhaps you regard this as retaliation for your union activities. Maybe so, but that shouldn't take your eyes from the prize. When you feel personally slighted, you may act in ways that get in the way of your ultimate objectives. My advice to you is to try to separate your personal angst from your responsibilities as a union leader. Meet the challenge by establishing long term goals and coming up with a plan that is reasonable and actionable (perhaps the union's own Strategic Plan to compete with management's). My understanding of the mood of the Board is that there is a recognition of the need to increase staff salaries (with a minimum of a COLA) over time, as it is unconscionable that only favored staff have gotten salary increases over the past few years. I have a job to do to convince them to also increase programming and the numbers of consumers that we serve, but they are at least open to that. I am happy to work with you on this. But you need to put aside your justified anger to be an instrument of real change.

All the best, - Marvin Wasserman - marvinwssrmn@aol.com



Association of Professional Disabled Service Employees

1375 Sierra Bonita, Suite #1
Los Angeles, California 90018

Telephone: (858) 361-7533
Facsimile: (323) 746-5512

E-mail: JeffMichaelson@hotmail.com
Jeff Michaelson Labor Union Business Agent

received
 via Email from
 Mr. Wasserman on 8/30/15

ENCLOSURE # 2

The previous nonsensical DCRC Pay Scale that the APDSE successfully challenged and reconstructed as provided at Article VII, §§ (1) – (3) on page (7) seven of the APDSE – DCRC CBA & page (24) twenty – four – appendix (“A”) of the APDSE – DCRC CBA

FILE COPY

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Enclosure # 2 page 1 of 2

WCIL CHART OF PAY SCALES

(Per Board of Directors approval ___/___/___)

received
via Personal
FILE COPY
Hand Service
over about
2/1/19
Mr. Tol, former E.D.
D.C.R.C.

1. 8,871 - 15,173	9. 23,500 - 40,193	17. 41,500 - 70,979
2. 11,454 - 19,590	10. 24,500 - 41,903	18. 44,700 - 76,452
3. 13,524 - 23,131	11. 26,500 - 45,324	19. 50,000 - 85,517
4. 14,985 - 25,624	12. 28,300 - 48,403	
5. 16,500 - 28,221	13. 31,000 - 53,021	
6. 18,500 - 31,641	14. 33,500 - 57,296	
7. 21,000 - 35,917	15. 35,500 - 60,717	
8. 22,500 - 38,483	16. 38,800 - 66,361	

Job Descriptions

Executive Director (19)
Executive Secretary (8)

Director of Administration (18)

- Full Charge Bookkeeper (10)
- Bookkeeper - LINKAGES (7)
- Information Systems Coordinator (10)
- Office Manager (10)
- Volunteer Coordinator (8)
- Receptionist (4)
- Data Entry Clerk (4)
- Office Clerk (2)
- Personal Assistant (2)

Director of Development

- (18)
- Grants & Public Affairs Manager (14)
- Support Activities Coordinator (12)
- Banner Project Assistant (5)
- Administrative Assistant (7)
- Special Events Manager (14)
- Public Affairs Coordinator (12)
- Grants Specialist (10)

Director of Services (18)

- | | | |
|--------------------------|---------------------------|----------------------------|
| Advocacy Manager (14) | Community Advocate (10) | Staff Advocate (10) |
| Client Assistance | Housing Advocate (10) | Advocate Assistant (5) |
| Program Advocate (10) | CTP Manager (14) | Senior Instructor [CTP] |
| | (12) | |
| PC Instructor [CTP] (9) | Job Devl. Specialist (10) | Job Devl. Specialist [CTP] |
| | (8) | |
| Teaching Asst. [CTP] (5) | Computer Programmer | Employment Services |

Man

received
via Personal Hand
service from Mr. Allan

Enclosure # 2
page 2 of 2

ager
(14)

Job Devl. Specialist [ES] (10)	Analyst (10)	Administrative Assistant (7)	Administrative Assistant [ES] (7)
ILS Manager (14)	Administrative Assistant (7)	Community Outreach Specialist (10)	Personal Assistance Specialist II (7)
Personal Assistance Specialist (5)	ILS Counselor Trainer (9)	Secretary (5)	
Comprehensive Services	Peer Counselor (9)	I&R Specialist (10)	
ILS Services		Supervising Services Specialist (12)	
Specialist (9)	Assistant (7)	Services Specialist (9)	
Disabled Youth Outreach Coordinator (10)			

FILE COPY 1

Enclosure
page 2 of 2

 **received**

5/10/15 via
personal hand service
by Jeff Wickelstein,
APDSE Board President /
Chief Labor Negotiator

ENCLOSURE # 2(a)

The Compensation of all DCRC Employees employed on or about May 10, 2015 with the exception of the undersigned with the redacted names of the DCRC Employees with the exception of Jeff Michaelson, Board President / Chief Labor Negotiator, APDSE & former DCRC Benefit Appeals Advocate (“BAS”) & the Systems Change Advocate

*03.01.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees (“APDSE”) to all Collective Bargaining Unit Employees (“CBUE”) Employed by the Disability Community Resource Center (“DCRC”) with Respect to the Development of the (1) **Metric Based Pay Scale [Appendix (“F.”)]** and (2) **Independent Living Skill(s) Proficiencies [Appendix (“E.”)]** incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement (“CBA”)*

ENCLOSURE # 2(a)

The Compensation of all DCRC Employees employed on or about May 10, 2015 with the exception of the undersigned with the redacted names of the DCRC Employees with the exception of Jeff Michaelson, Board President / Chief Labor Negotiator, APDSE & former DCRC Benefit Appeals Advocate (“BAS”) & the Systems Change Advocate

*03.01.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees (“APDSE”) to all Collective Bargaining Unit Employees (“CBUE”) Employed by the Disability Community Resource Center (“DCRC”) with Respect to the Development of the (1) **Metric Based Pay Scale [Appendix (“F”)]** and (2) **Independent Living Skill(s) Proficiencies [Appendix (“E”)]** incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement (“CBA”)*

Redacted Names

Names of

Corrective Bargaining Unit

EMPLOYEES redacted

Name	Position
[Redacted]	[Redacted]
[Redacted]	[Redacted]

received 05/10/11

FILE COPY 1

Enclosure #2(a)

V. of Personal Hand Service from Mr. Allan Toy, former Pecc, E.D.

FSC Service Specialist
 Consumer Database Administrator / Reimbursement Specialist
 Santa Monica Community Services Specialist
 Program Administrator - 50% admin - 25% 207
 Information and Referral Specialist
 Executive Assistant
 Comprehensive Services Specialist II
 Job Developer II
 Receptionist
 Housing Specialist/ SM Outreach
 Mental Health Housing Specialist
 Systems Change Advocate
 Work Incentive Advocate
 Program Manager
 Administrative Assistant
 Personal Assistant Specialist
 Secretary
 Housing Project Manager/Systems Change Advocate
 Peer Specialist
 PSEP Facilitator/FSC Comprehensive Svcs Spec
 Empowerment Specialist
 Executive Director
 Personal Assistant Specialist
 Job Developer I
 Comprehensive Services Specialist
 Assistive Technology Services Coordinator/ SM Outreach Cord.

Total Personnel Program Costs
 Billing Clerk
 Comptroller
 Fiscal Assistant

Total Personnel Administration Costs

Dev Director Development Director

Rate	Hours	Gross Pay	FICA	SUI
\$15.26	40.00	31,745	0.0765	0.0620
\$15.88	36.00	29,732	2.428	434
\$14.19	40.00	29,524	2.259	434
\$15.38	40.00	32,000	2.448	434
\$19.23	40.00	40,000	3.060	434
\$10.75	40.00	22,360	1.711	434
\$14.42	40.00	30,000	2.295	434
\$13.22	40.00	27,500	2.104	434
\$13.88	20.00	14,432	1.104	217
\$12.74	20.00	18,250	1.014	217
\$11.25	10.00	5,850	448	289
\$11.25	5.00	2,925	224	145
\$11.54	40.00	24,000	1,836	434
\$25.00	40.00	52,000	3,978	434
\$12.00	40.00	24,962	1,910	434
\$23.24	24.00	29,000	2,219	285
\$13.22	16.00	11,000	841	149
\$45.22	40.00	94,050	7,195	434
\$13.02	40.00	27,088	2,072	434
\$18.00	30.00	28,080	2,148	434
\$14.78	40.00	30,732	2,351	434
\$16.35	40.00	34,000	2,601	434
\$28.85	40	60,000	4,590	434
\$117.942			\$9,023	\$1,302
\$804,130			\$61,516	\$9,981

Enclosure #2(a)

ENCLOSURE # 3

The draft proposed Independent Living Skill Proficiencies that shall replace appendix (“A”) & Article VII, §§ (1) & (2) in the APDSE – DCRC CBA is enclosed with this letter for every APDSE Member to submit their revisions with respect to the IL Proficiencies (IL Promotion Standards) as enclosure # (3) three with this letter

FILE COPY]

02.25.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees (“APDSE”) to all Collective Bargaining Unit Employees (“CBUE”) Employed by the Disability Community Resource Center (“DCRC”) with Respect to the Development of the (1) Metric Based Pay Scale [Appendix (“E”)] and (2) Independent Living Skill(s) Proficiencies [Appendix (“E”)] incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement (“CBA”)



**Association of Professional
Disabled Service Employees**

Commitment. Professionalism. Dogged Tenacity.

INDEPENDENT LIVING PROFICIENCIES

February 7th, 2019

**Submitted via hand delivery to DCRC with
agreed to terms per emails to APDSE**

APPENDIX E: {The below chart composing the Independent Living Skills Proficiencies with respect to the bargaining unit classifications enumerated at Article I, §1, of the APDSE/ DCRC CBA as IL Specialists I, II, III, & IV shall be attached as Appendix E to the APDSE/DCRC CBA as though fully set forth and incorporated by reference hereto.

Housing Specialist

I Basic Knowledge

- Los Angeles County housing market rate rents
- Local housing community based non-profits
- Ability to identify accessibility needs of PWD's
- Familiarity and understanding of FEHA and ADA (Fair Employment and Housing Act, Americans with Disabilities Act)

II Intermediate

- I Basic Knowledge
- HUD Programs; HCV/Project Based
- Capacity/ability to file and submit HCV applications and referrals to Project based Voucher programs
- Capacity/ability to recertify of housing programs
- Familiarity with CASP/Accessibility Standards
- Navigate California Unlawful Detainer legal process
- File FEHA administrative complaints on behalf of PWD's

III Advanced

- I Basic and II Intermediate
- California Building Code statutes/regulations
- Knowledge and expertise enforcing tenancy rights under California Civil Code
- Superior writing skills
- Experience submitting Reasonable Accommodation request
- Community based non profit affordable housing organizations
- Skilled in mediation and negotiation

IV Expert

- I, II, & III Skills
- Current and valid Unlawful Detainer Certification on file with the Los Angeles County Recorder's office
- Experience representing PWD's at ALJ Fair hearings in

Section 8/HCV Revocation Disputes

- Outstanding oral advocacy skills
- California Tax Credit Program
- Experience representing PWD's at Rent Board hearings

Benefits Advocate Specialist

I Basic Knowledge

- Ability to identify three (3) public benefits programs
- Establish public benefits eligibility
 - Rudimentary knowledge of Social Welfare programs
- Explaining purpose and intent of FEHA
- Basic knowledge of Social Security law

II Intermediate

- Qualifications of BAS I, plus:
- Ability to identify seven (7) public benefits programs
- Capacity to compile documents required for eligibility
- Identify at least ten (10) community based public benefit assistance non-profits
- Knowledge of 1973 Rehab Act, ADA, IDEA, and other relevant laws that protect PWD's

III Advanced

- Qualifications of BAS I & II, plus:
- Composing Reasonable Requests for Accommodation
- Legislative analysis of proposed PWD laws
- Ability to write legal brief summaries pertaining to public benefit cases
- Superior persuasive hearing representation
- Ability to track legislation affecting PWD's

IV Expert

- In addition to I, II, & III, must know:
- Representation at ALJ hearings
- Ability to compose administrative law briefs
- Experience in a law firm or representative

Systems Change Advocate

I Basic Knowledge

- Basic knowledge of Civics and political process on city, county, state, and federal levels
- Identify organizing models and campaign mobilization
- Basic knowledge of Robert's Rule of Order
- Write a summary of the IL philosophy

II Intermediate

- Level I knowledge
- Legislative analysis skills
- Lobbying Skills
- Public speaking
- Extensive knowledge of ADA and FEHA
- Political theory
- Identify three (3) leaders in IL movement

III Advanced

- Level I & II knowledge
- Superior communication and representation skills
- Confidence speaking before government entities
- Demonstrated campaign mobilization experience
- Summarize the IL philosophy in one page

IV Expert

- Knowledge of I, II, & III, plus:
- Political theory, Civics, voting right, mobilation campaigns
- Identify at least five (5) local political officials

Mental Health Peer Support

I Basic Knowledge

- Rudimentary knowledge of Mental Health Disorders
- Summarize types of Mental Health disorders as defined by the DMH 5, revised
- Basic knowledge and ability to identify and describe DSM V diagnostic characteristics
- Experience facilitating support groups

II Intermediate

- Level I, plus:
- Knowledge of Mental Health Parity Act under PPACA
- California Mental Health Services Act
- Demonstrated proficiency of Care Coordination of providers

III Advanced

- Level I & II skills, plus:
- Crisis intervention skills
- Familiarity with Section 5150 of the California Welfare and Institutions Code
- Ability to track mental health legislation
- Write at least a one page explanation IL philosophy
- Identify three (3) types of psychiatric and therapeutic treatment

IV Expert

- Level I, II, & III, plus:
- Ability to represent mental health consumers at Medi-Cal, Medicare, IDEA and Regional center hearings

Assistive Technology

I Basic

- Identify five (5) types of Assistive Technologies
- Basic computer literacy
- AT Public Funding Act of 2002
- FEHA/ADA

II Intermediate

- Level I, plus:
- Knowledge of funding sources
- Written communication skills
- Create needs based assistance for OT/PT therapy

III Advanced

- Levels I & II, plus:
- Service animal laws, US Dept Justice
- Denti-Cal & Medi-Cal knowledge
- Experience with AT vendors

IV Expert

- PPACA AT provisions
- Hearing representation
- DOR Appeal procedure and representation

Personal Assistance Specialist

I Basic

- IHSS program
- Nursing Care
- Conduct physical and mental health needs assessments
- Excellent administrative skills

II Intermediate

- Level I, plus:
- Care coordination of PWD's with outside organizations
- Knowledge of proper legal process of medical releases

III Advanced

- Levels I & II, plus:
- Knowledge of Lotterman Perris Act IHSS funding
- Public benefits funding sources

IV Expert

- Levels I, II & III, plus:
- Representation at hearings

Employment Services

I Basic

- DOR employment services
- Job placement internet services
- Reasonable Accommodation work request
- Vocational Assessment tools
- Resume writing
- Administrative skills

II Intermediate

- Level I plus:
- Tax credit assistance
- DOT
- DSM, ICB Code

III Advanced

- Levels I & II, plus:
- Superior resume and interview skills

IV Expert

- Knowledge of state and federal labor laws; particularly laws protecting PWD's

Information and Referral Specialist

Basic I

- Identify three (3) City, State and Federal agencies which provide services to PWD's
- Experience with Intake
- Identify five (5) local community based non profits which provide services to PWD's in the County of Los Angeles
- Database entry
- Note taking skills
- One minimum paragraph describing the Independent Living philosophy

Intermediate II

- Level I, plus:
- Identify five (5) City, State and Federal agencies which provide services to PWD's
- Experience working with a referral agency
- Developing spreadsheets
- Differentiate between City, County and State elected representatives
- One minimum page describing the Independent Living philosophy
- Describe at least five (5) different disabilities

Advanced III

- Levels I & II, plus:
- Identify ten (10) City, State and Federal agencies which provide services to PWD's
- Capacity to develop community based assessment charts with respect to PWD's
- Identify the four (4) Independent Living Core Standards as described by the 1973 Rehab Act
- Identify at least three (3) leaders in the disability rights movement
- Provide contact information and names of executive directors of at least five (5) community based nonprofits in Los Angeles County

IV Expert

- Levels I, II & III, plus:
- Superior documentation skills to track and monitor consumer progress
- Case management, follow up, dispositions, call backs, file documentation
- Ability to collaborate with other specialists to ensure PWD's outcomes are achieved and document progress or the lack thereof
- One written page essay describing the Independent Living skill competencies and needs that are achieved by each of the specialisations

Community Service Specialist

Basic I

- Knowledge of Independent Living philosophy
- Good communication skills
- Good writing skills
- Identify five (5) public benefits
- Describe the community based nonprofits which serve the community within the city served
- Identify the core specialisations within the Independent Living framework

Intermediate II

- Level I, plus:
- Excellent communication skills
- Excellent writing skills
- Identify at least three (3) leaders within the disability rights movement
- Superior documentation skills to track and monitor consumer progress
- Case management, follow up, dispositions, call backs, file documentation

Advanced III

- Levels I & II, plus:
- Superior communication skills
- Superior writing skills
- Describe the contributions of at least four (4) leaders in the disability rights movement
- Superior documentation skills to track and monitor consumer progress
- Superior case management, follow up, dispositions, call backs, file documentation
- Ability to collaborate with the other above specialisations to coordinate achievement of outcomes

Expert IV

- Levels I, II and III, plus:

- Compose reports with analytics that measure the success or failure pertaining to goal achievements

Receptionist

Basic I

- Good communication skills
- Identify at least three (3) types of disabilities
- Detailed message taking
- Ability to handle multiple phone lines
- Computer skills

Intermediate II

- Level I, plus:
- Great communication skills
- Explain the Independent Living philosophy
- Knowledge of internal office policies
- Closing and opening procedures of the office

Advanced III

- Levels I & II, plus:
- Excellent communication skills
- Knowledge of file delegation to specialists
- Ability to call back and follow up with status of case
- Schedule of events and services provided
- Administrative skills

Expert IV

- Levels I, II & III, plus:
- Ability to handle multiple phone lines under high stress
- Emergency protocol

ENCLOSURE # 4

The draft proposed merit based pay increase (mandatory uniform standards utilize by DCRC with respect to merit raises) that shall replace Article VII, § 3 is enclosed with this letter for every APDSE Member to submit revisions with respect to merit raises.

FILE COPY]

02.25.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees ("APDSE") to all Collective Bargaining Unit Employees ("CBUE") Employed by the Disability Community Resource Center ("DCRC") with Respect to the Development of the (1) Metric Based Pay Scale [Appendix ("F")] and (2) Independent Living Skill(s) Proficiencies [Appendix ("E")] incorporated as though fully set forth in the APDSE – DCRC Collective Bargaining Agreement ("CBA")



ASSOCIATION OF PROFESSIONAL DISABLED SERVICE EMPLOYEES

10586 W. Pico Blvd. Suite #145 Los Angeles, CA 90064 Tel: (310) 461-9648 Fax: (323) 591-0228
Email: apdseunion@gmail.com Web: www.apdselaborunion.org

Appendix F

Merit Based Pay Increase Criteria with Weighted Point Value Designations

This appendix is in reference to Article 7 §§ (1), (2), and (3)

Merit Pay Criteria	Percentage/Points Allocated	Range of Points Allocated
Seniority	5	5
Experience	10	1-10
Education	10	1-10
Professional Certifications	15	15
Employment Goals Achieved	30	1-30
Commendations	5	5
Continuing Education	5	5
Work Related Activities	5	5
IL Proficiencies	20	20
*Disciplinary Actions	-10 to -30	-10 to -30

Legend

The below chart is incorporated by reference as though fully set forth with respect to Appendix F, attached hereto.

- 1) Seniority = 5. * Any CBUE employed by this employer for 5 or more years shall receive a score of 5 points.
- 2) Experience = 1-5. * tbd @ cba session
- 3) Education (advanced degree) = 1-10. * Any CBUE who has obtained an AA degree shall receive a score of 3, Bachelors of 5, Masters 7, PhD 10; not cumulative.
- 4) Professional Certifications = 1-15. * Any CBUE who produces a valid certification issued by an accredited professional organization and or governmental authority that is relevant to the employee's work classification/education.
- 5) Fulfillment of Employment Goals/Outcomes Achieved = 1-30. * CBUE shall receive a score based on the CFAL records of goals and outcomes achieved.
- 6) Accommodations = 1-5. * CBUE shall receive a score based on written feedback letters submitted by consumers with respect to persons served CBUE specialist, which shall be filed by the employers in each of the respective CBUE.
- 7) Continuing Education = 1-5. * Any CBUE who is enrolled within a class, seminar, conference, or other relevant training pertain to their respective work classification shall receive a score of 5.
- 8) Work Related Activities = 1-5. * Examples of outside work related activities could include but is not limited to: volunteering at a Regional Center, Peer Mentorship.
- 9) IL Proficiencies = 1-20. * Please refer to Appendix F that provides the criteria comprising the skills and knowledge pertaining to designation of each respective classification as a Comprehensive Specialist I, II, III. Pursuant to Article 7 §§ (1) & (2), of this CBA.
- 10) Disciplinary Actions = -10 through -30. No points will be deducted from the evaluation score that is supported by written documentation of employee discipline by the employer. * To the extent that there is written documentation of the CBUE's discipline provided in their respective employee file, a maximum of up to and including 30 (thirty) points shall be deducted from the final score of the employee's evaluation. One (1) Discipline a year will be deducted by ten (10) points with each additional disciplinary action reducing the final employee evaluation score by ten (10) points, up to a maximum of thirty (30) points.

ENCLOSURE # 5

Mr. T.J. Hill's Email submitted to Jeff Michaelson with respect to DCRC's agreement to include and attach the Metric Based Pay Standards & Independent Living Proficiency Standards as Exhibits ("E") & ("F") to the APDSE - DCRC CBA in exchange for withdrawal of (2) Unfair Labor Practice ("ULP") Charges filed against DCRC by the APDSE pertaining to the unilateral changes to the compensation of certain collective bargaining unit employees ("CBUE's")

FILE COPY |

02.25.19 Letter sent by Jeff Michaelson Board President / Chief Labor Negotiator, Association of Professional Disabled Service Employees ("APDSE") to all Collective Bargaining Unit Employees ("CBUE") Employed by the Disability Community Resource Center ("DCRC") with Respect to the Development of the (1) Metric Based Pay Scale [Appendix ("F")] and (2) Independent Living Skill(s) Proficiencies [Appendix ("E")] incorporated as though fully set forth in the APDSE - DCRC Collective Bargaining Agreement ("CBA")

From: TJ Hill <TJhill@dcrc.co>
Sent: Wednesday, January 30, 2019 6:25:22 PM
[Quoted text hidden]

ENCLOSURE #5
Page 1 of 3 FILE COPY

[Quoted text hidden]

TJ Hill <TJhill@dcrc.co> Thu, Jan 31, 2019 at 3:43 PM
To: jeff michaelson <jeffmichaelson@hotmail.com>, "Jeffmichaelson.Apdse@gmail.com" <Jeffmichaelson.Apdse@gmail.com>, APDSE Labor Union <apdseunion@gmail.com>
Cc: "Aristniciforos.Apdse@gmail.com" <Aristniciforos.Apdse@gmail.com>, "DesireeGambos.Apdse@gmail.com" <DesireeGambos.Apdse@gmail.com>, Evan Wolfson <Ewolfson@wolfsonlegal.com>, "rosietellez@aol.com" <rosietellez@aol.com>, "Jeffmichaeslon@hotmail.com" <Jeffmichaeslon@hotmail.com>

Jeff,

Thank you for the response. I first would like to point out that basic communication between us does not have to be so formalized. I understand using that format for grievance, formal agreements or other legal matters, but for our basic negotiations it's unnecessary and time consuming.


For our next meeting, I could do either February 7th or 8th, but I would prefer Thursday, February 7th at 5:30 PM. Please confirm this time works for you.

To respond to your items:

1) I am happy to provide feedback and jointly develop the agreed upon IL Proficiencies for bargaining unit employees, but I want to reiterate that these have been requested by the Union under the CBA and not something initiated by DCRC management. I therefor don't think it's appropriate for me to put forth a proposal. Again, I'm happy to review and discuss proposals from the Union for implementation but I should not be the original source of the proposal. I will however share a simple 5 point scoring method that I believe may be appropriate to objectively score the IL Proficiencies you propose. I would suggest that a score of 4 or 5 would merit and increase. I'm not sure how you want to weigh other non-proficiency factors like seniority. See Chart:

Page 1 of 3

 ORIGINAL

 RECEIVED
Via Email from
DCRC on
2/5/2019 8:36 PM

ENCLOSURE #
5
page 2 of 3

Ranking System:		
Score	Skill Level	Description
5	Expert	-Fully capable and experienced -Sought for help by other departments -Needs no assistance to complete tasks -Demonstrated ability to lead and train others -Seen as a Subject Matter Expert
4	Proficient	-Capable and experienced -Demonstrated proficiency -Able to work independently with little help -Will be Expert with more time
3	Demonstrating	-Able to perform at a basic level -Has some direct experience -Needs help from time to time
2	Basic	-Limited in ability or knowledge -Cannot perform for critical tasks -Needs significant help from others
1	None/Low	-Unable to perform -Little to no experience

2) I will await completion of all the signed Authorization Forms to begin dues deductions consistent with the bargaining unit employee's agreement. We are ready on our end to process the deductions. We still have to discuss how they will be delivered to APDSE and in to what account?

For APDSE training/orientation of bargaining unit employees, you are free to schedule a 15 minute orientation during work hours for those covered employees, however I would suggest you schedule an off work hours meeting with them to cover more in depth issues. We can discuss using our facilities for an after work meeting if that would be helpful.

3) I saw your email to Ms. Scannel confirming withdrawal of the outstanding ULP charges. Thank you for that. To confirm, I am in agreement with concluding our work on the Proficiency Standards Grid and it's substitution as Appendix E and F of the CBA.

4) As to the schedule for filling CBU employee positions, as mentioned previously, I am working on filling positions as I have the funding and infrastructure to fill. I believe our continued open and ongoing communication is sufficient to satisfy the request from APDSE and my expressed intent to fill the listed positions and grow the DCRC. Consistent with Section 8 of the CBA, it is within Management Rights; "8) To establish the size, composition, and

Page 2 of 3

FILE COPY 7

Enclosure #5
page 30

qualifications of the work force.” It is also within Management Rights; “2) To plan, supervise, direct and control the use of resources to achieve the Employer’s missions, programs, goals, objectives, activities, and priorities.”

5) Consistent with the CBA Management Rights, it is my decision how resources are allocated to achieve our “missions, programs, goals, objectives, activities, and priorities” which I believe is consistent with the hiring of a consultant for the purpose of strategic planning for the organization. I have met with a consultant and they are preparing a scope of work and cost proposal for my review. Included in this scope of work will be a formal engagement with the APDSE to contribute to our comprehensive strategic planning process as I view the Union as an important stakeholder. Once I have a formal proposal from the consultant I will evaluate identifying unencumbered one-time funding to finance this endeavor which will not be part of our publicly funded contracted services budget and therefore not related to our CBU personnel budget. The strategic planning process is expected to take not less than 3 months to complete.

[note]

I look forward to meeting with you next week to continue or mutual collaboration on labor issues covered by the CBA.

Best,

TJ Hill

Executive Director

Disability Community Resource Center

(formerly Westside Center for Independent Living)

12901 Venice Boulevard

Los Angeles, CA 90066

Phone: (310) 390-3611 Ext. 201

Toll-Free: (888) 851-9245

Fax: (310) 390-4906

TTY: (310) 398-9204

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page 3 of 3