

To: KPFA LSB  
Fr: Susan McDonough  
Re: Draft #1 Minutes from September 13, 2008 LSB & Delegates' Meeting  
Held at Café de la Paz, Berkeley, 11am-3:30pm  
Dt: September 30, 2008

**Item #1: Call to Order**

Aki Tanaka	Chandra Hauptman	Rych Withers	Susan McDonough
Andrea Turner	Dianne Enriquez	Sarv Randhawa	Tico Chacin
Anthony Fest	Henry Norr	Sasha Futran	Tracy Rosenberg
Bonnie Simmons	Joe Wanzala	Shahram Aghamir	Warren Mar
Brian Edwards-Tiekert	Lewis Sawyer	Sherry Gendelman	
	Noelle Hanrahan	Sureya Sayadi	

**Item #2: Introductions and Announcements**

Phoebe Anne (sorgen) is running for Berkeley City Council. Per the PNB bylaws, she has resigned her position on the LSB. The next person up is Gerald Sanders. He was admitted to the LSB provisionally, pending conformation that he is a member in good standing.

**Item #3: Absent LSB Members Excused:**

Motions to excuse Conn Hallinan, Matthew Hallinan and Naji Ali moved and second. No objections.

**Item #4: Agenda Review and Approval**

Motion made and seconded to approve minutes. No objections.

**Item # 5: Minutes Review and Approval**

Motion made and seconded to accept minutes. Unanimous approval.

**Item #6: Consent Calendar**

The October meeting will be held in Berkeley/Oakland. Volunteers will identify a space.

**Item #7: Public Comment**

Public speakers included: Jim Weber, Ruthanne Shpiner, Susan Chacin, Nick Alexander, Malihe Razzazan, Lisa Dettner, Stan Woods, Max Blanchet, Adrienne Lauby, Kay Trimberger, Mary Berg

**Item #8: General Manager's Report** -Due to illness, the GM did not report.

**Item #9: Treasurer's Report** - Treasurer delivered his report.

**Item #10: Committee Reports: GM Hire, Governance, Fundraising, PNB**

**Outreach:** PhoeBe Anne stated a Housing Town Hall will be held September 26<sup>th</sup>, in Richmond.

**PNB:** Sherry Gendelman delivered an oral report, with comments from other PNB members.

**GM Hire:** Brian Edwards Tiekert gave brief update on GM hire.

**Item #11: Report on LSB Self Evaluation** - Moved to the October agenda with no objection.

**Item #12: KFCF Report (RW)** -Rych Withers delivered KFCF Report.

**Item #13: Motion re: HR Practices (NH)**

Motion made and seconded: Be it resolved that: The LSB requests that the interim General Manager Lemlem Rijio to provide the answers to the following questions:

1) How long have you been IGM?

- 2) When did you assign to someone else or personally begin reworking the Employee Handbook?
  - 3) Is the new employee Personnel handbook finished?
  - 4) What is the status of this personnel handbook?
  - 5) If it has not been finished and distributed to the staff when will it be done?
  - 6) Is there a Personnel Handbook that is being used at the station, ie does the Business Manager or any management employee provide such a handbook to an employee when they are hired or when they ask for one?
  - 7) If there is one, has it been distributed to all employees?
  - 8) Is there a record that employees have received it?
  - 9) Are there written policies for reporting discrimination and retaliation complaints in place at the station? And if so how are they made available to employees?
  - 10) Have any sexual harassment trainings taken place KPFA? If so how many, and which staff were invited, and which attended?
  - 11) When was the Human Resources Consultant Hired?
  - 12) What was the hiring process for this consultant?
  - 13) What are the Human Resource Consultant's job duties?
  - 14) How much is the Human Resource Consultant paid?
  - 15) What if any Human Resources job duties do you as IGM retain?
  - 16) Have any performance evaluations been done of any employee during your time as IGM? If so, is there a schedule for the conducting of annual performance evaluations of all employees? If there is such a schedule, will it be completed annually?
  - 17) When you are aware of a grievance of discrimination or retaliation as IGM, what steps do you take, what are your policies to ensure that it is handled properly according to state and federal law? Please let me know what protocols that you rely on for your responses.
  - 18) Are there any policies in place at the workplace regarding workplace violence, and if so, what are they? and how and when are they provided to employees.
- Vote: Yes 9, No 9. Motion fails.

Substitute motion made by BET and seconded: The KPFA LSB requests KPFA management provide the LSB all existing personnel policy and procedure documents, along with an account of which ones are being revised or created, and the process, and timeline for doing so. The LSB further requests KPFA management make itself available to discuss those policies at the next meeting of the LSB.

First vote: call for vote on substitute motion: Yes 12, No 0, Abs 7

Vote on substitute motion: Yes: 12, No: 0, Abst: 7. Motion carries. Roll call vote:

Yes: Bonnie, Brian, Dianne, Tico, Rych, Sarv, Sherry, Susan, Warren

Abst: Aki, Anthony, Chandra, Henry, Joe, Noelle, Sasha, Shahram, Tracy

Motion made and seconded that the record show that Noelle Hanrahan of the LSB accused Brian Edwards Tiekert of obfuscation after she was called to order. She then asked if it was too big a word.

#### **Item #14: Motion re: CAB (TR)**

Motion made and seconded to move this item to the October agenda. No objections.

#### **Item #15: Motion re: GM Review (TR)**

It is resolved that the KPFA LSB begin the mandated annual evaluation of the KPFA Interim General Manager and Interim Program Director for 2008. Seconded. No objections.

**Public Meeting Adjourned at 2:50pm**

**Time Certain 3pm: Executive Session**