

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF LAW LIBRARY TRUSTEES OF
LOS ANGELES COUNTY**

**A California Independent Public Agency Under
Business & Professions Code Section 6300 et sq.**

January 25, 2017

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, January 25, 2017 at 12:15 p.m., at the Los Angeles County Law Library Mildred L. Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012 for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

ROLL CALL/QUORUM

Trustees Present: Judge Ann I. Jones
Judge Michelle Williams Court
Kenneth Klein, Esquire
Judge Richard Rico
Susan Steinhauser, Esquire

Trustees Absent: Judge Dennis Landin
Judge Mark Juhas

Senior Staff Present: Sandra J. Levin, Executive Director

Also Present: None

President Jones determined a quorum to be present, convened the meeting at 12:22 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

6 public comments were made in remembrance of Christian Gaiters, an employee of nearly 23 years with the Los Angeles County Law Library, who passed away on Thursday, January 19, 2017.

Executive Assistant, Ann Marie Gamez, reminisced about a friendly and light-hearted work relationship with Mr. Gaiters. Librarian, Christine Langteau, who was unable to attend the meeting, requested her note be read aloud as a public comment, reflecting on Mr. Gaiters' work life and anticipated future plans. Recent retiree Ralph Stahlberg spoke in remembrance, of the privilege of working with Mr. Gaiters throughout his career and sent best wishes to Tonya Gaiters, mother of Mr. Gaiters and former employee of the Law Library herself. Support

Supervisor, Betsy Warner, spoke of Mr. Gaiters' excellent effort and role in the book stack shifting project. Library Aide Sharon Boone spoke of her close friendship with him. Executive Director, Sandra Levin, reflected on his diligence, outspokenness and willingness to share his thoughts.

5 public comments were also made in relation to Discussion Item 4.1, Retiree Dental Benefits. Finance Technician, Kim Thach, shared with the board that throughout her 24 years of service with the library she had understood dental benefits would be provided upon retirement and recommended option 2 from the staff report. Senior Librarian, Linda Heichman, described a verbal promise made by the previous Executive Director that she would be granted retirement health and dental benefits and provided statements from 2011 -2013 reflecting differing benefits for represented and un-represented employees. She recommended the Board choose option 4. Support Supervisor Betsy Warner emphasized her initial understanding since 1985 that she was promised full medical and dental benefits, including a verbal promise from the prior Executive Director that un-represented employees hired prior to July 1, 2008 would be eligible for retiree dental benefits. She recommended option 2. Retiree Ralph Stahlberg stated he had no prior knowledge of being at risk of having been denied retiree dental benefits and as a new retiree, his dental benefits would be terminated within the coming month unless the Board acted. Mr. Lee Paradise reminded the Board of the value of Law Library staff and emphasized the need to continue to provide retiree dental benefits.

2.0 PRESIDENT'S REPORT

No report given.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the December 15, 2016 Regular Board Meeting.
- 3.2 Review of November Financials & List of December Checks and Warrants.
- 3.3 Approval of FY17 Quarter 2 Statistics
- 3.4 Status of 2017-2018 Workers Compensation Insurance Renewal
- 3.5 Approval of Keenan's Brokerage Service Agreement
- 3.6 Approval of Revisions to Dress Code Policy in Employee Handbook

President Jones requested a motion to approve the Consent Calendar. So moved by Trustee Court, seconded by Trustee Steinhauser. The motion was unanimously approved, 5-0.

4.0 DISCUSSION ITEMS

- 4.1 Clarification of Policy regarding Retiree Dental Benefits

ED Sandra Levin clarified her role in bringing the matter to the Board for decision and that she can only approve benefits as stated according to the board-approved Employee Handbook. The Board began discussions by eliminating option 5. A lengthy discussion ensued in regards to: (1) whether represented and

unrepresented employees should be treated similarly; (2) what would be fair to current employees; and (3) what would the long term consequences be of each option. The Board was in agreement that unrepresented staff hired prior to July 1, 2008 should be entitled to retiree dental benefits because of the written promise in the Employee Handbook in existence at the time of hire and the desire for parity. The Board further agreed that those hired on or after the meeting date should not be entitled to such benefits, but that benefits for those hired in the interval between those dates required further consideration.

President Jones requested a motion to approve Option 2 to conform retiree dental benefits to those of represented staff (i.e., provide retiree dental for those hired prior to July 1, 2008) and that any employee hired on or after January 25, 2017 shall not be granted retiree dental benefits. So moved by Trustee Steinhauser, seconded by Trustee Klein. The motion was unanimously approved, 5-0.

The Board then requested that retiree dental options for employees hired between July 1, 2008 and January 24, 2017 be agendaized for a future meeting for further discussion and resolution.

5.0 CLOSED SESSION

Executive Director Performance Evaluation. President Jones announced that no reportable action was taken.

6.0 AGENDA BUILDING

There were no items for agenda building.

7.0 EXECUTIVE DIRECTOR REPORT

ED Levin announced the Women's History month programming in March and thanked staff for making the programming possible. The Overcoming Adversity Video was sent out to all interviewee participants, High Schools which attended the screening along with thank you letters. ED Levin also reported the early status of Law Week in May and welcomed new Global Law Librarian, Sarah Sullivan.

8.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:35 p.m. in memory of Christian Gaiters who worked at the Los Angeles County Law Library for more than 22 years, most recently as a Library Clerk.

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, February 22, 2017 at 12:15 pm.



Sandra J. Levin, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees