

LOS ANGELES CITY EMPLOYEE RELATIONS BOARD



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R. Douglas Collins
Chairperson
Rosalinda Lugo, Ed. D.
Vice Chairperson
Christine Diaz-Herrera
Brenda Suttonwills
Dianne Baquet Smith
Executive Director
Vacant

MINUTES OF MEETING

Monday, September 29, 2025

9:30 A.M.

BOARD MEMBERS PRESENT: R. Douglas Collins
Rosalinda Lugo
Christine Diaz-Herrera (via Zoom)
Brenda Suttonwills
Dianne Baquet Smith

Chair Collins called the meeting to order at 9:30 a.m. All members of the Board were present (Member Diaz-Herrera present via Zoom).

- 1. Public comments on matters within the Board's jurisdiction. A maximum of ten minutes will be provided for members of the public to address the Board on items of interest that are within the jurisdiction of the Board. Said ten minutes shall be equally divided among speakers, not to exceed five minutes per speaker.**

Individual Nicholas Gutierrez of General Services Department (Fleet Services) spoke on a group grievance arbitration request made in February 2025. Dana Martinez, legal counsel for UFLAC, also spoke via the Zoom link of the need for the ERB to process several arbitration requests as well.

- 2. Consideration of minutes of the Board meeting of August 25, 2025.**

Member Suttonwills noted that Vice-Chair Lugo moved to adjourn and Member Suttonwills seconded and moved to approve the Minutes as corrected; seconded by Member Diaz-Herrera; the motion carried unanimously.

- 3. Staff Report:**

- a) New unfair employee relations practice claims filed.**

Staff stated that there have been no new Unfair Employee Relations Practice claims filed since the last meeting.

- b) Status of impasses.**

There were no updates on the status of impasses.



c) Administrative matters, if any.

Chair Collins noted that the last day to submit applications for the vacant Executive Director – Employee Relations Board position would be September 30, 2025.

4. Consideration of requests to withdraw various matters, if any.

Chair Collins noted that Actors' Equity Association had submitted a request to withdraw UERP 2259. Member Smith moved to approve the withdrawal; seconded by Member Suttonwills; the motion carried unanimously.

5. Consideration of Personnel Department Reports and draft Decisions and Orders in the following matters:

- a) ERB 635, in the matter of Petition 1014, filed by LA/OC Building and Construction Trades Council, seeking accretion of the classes of Communications Electrician Trainee (class code 3682) and Communications Electrician Assistant (class code 3688) into the Building Trades Rank and File Unit (MOU 2).**

Member Suttonwills moved to approve posting the petition; seconded by Member Smith; the motion carried unanimously.

- b) ERB 636, in the matter of Petition C1015, filed by Engineers and Architects Association, seeking accretion of the class of Airport Aide (class code 1540) into the Administrative Unit (MOU 1).**

Member Smith noted that the Personnel Department did not deem accretion to be appropriate. Tiffany Han with Engineers and Architects Association formally withdrew the petition.

- c) ERB 637, in the matter of Petition C1016, filed by Engineers and Architects Association, seeking accretion of the class of Investigator Trainee (class code 0608) into the Administrative Unit (MOU 1).**

Member Smith moved to approve posting the petition; seconded by Vice-Chair Lugo; the motion carried unanimously.

6. Consideration of appeal of Board Chair's determination that a prima facie case was not pled in Unfair Employee Relations Practice claim 2270, filed by John Stevenson against the Service Employee International Union, Local 721, alleging improper removal of status as a union steward.

Individual John Stevenson appeared to represent himself as the filing party. Also appearing as a witness was Mr. Julian Aranco.

Mr. Stevenson stated his disagreement with the Board Chair's determination, citing an incident involving a Mr. Joe Martinez from an incident in 2021 who allegedly coerced fellow union members to not sign Mr. Stevenson's petition to be a SEIU union steward at his workplace.

A detailed discussion of the matter concluded that ultimately Mr. Stevenson's allegations against his union were beyond the Board's jurisdiction.

Member Smith moved to approve the Board Chair's determination that UERP 2270 did not state a prima facie case; Member Suttonwills seconded; the motion carried unanimously.

Member Smith moved to adjourn the meeting; seconded by Vice-Chair Lugo; the motion passed unanimously.

MEETING ADJOURNED AT: 9:56 a.m.

A handwritten signature in black ink, appearing to read 'R. Douglas Collins', written over a horizontal line.

R. DOUGLAS COLLINS
Chairperson

PERSONS WITH DISABILITIES: As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its program, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to this meeting. For additional information, please contact Commission Executive Assistant Veronica D. Coleman at (213) 473-9700.