

NEWSLETTER



AUGUST 2025

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WELCOME TO THE FAMILY!!!

Three years after filing a petition to organize with the Public Employment Relations Board and multiple appeals by MTA since the original February 2024 decision by PERB in our favor that recognized their right to be part of our bargaining unit, we are ecstatic to welcome our Accounting Supervisors into the AFSCME family.

The journey has been long but worth the wait. A big shout out to our District Council 36 Business Representative Luis Schmidt, AFSCME Executive Board Officer Frank Forde and the entire negotiating team who have fought hard since late January of this year to cross the finish line.

Ambassador Supervisors

-Welcome -

During the week of August 4th, approximately 43 Transit Ambassador Supervisors were onboarded and signed the Union cards. We would like to use this space to welcome them into the AFSCME and Local 3634 Family.



PAPERWORK: MEETING TIMELINES & DEADLINES

If your work duties and responsibilities require you to submit paperwork daily, weekly, or monthly, the Union requests that you complete your tasks to avoid meetings scheduled by management concerning work performance.

-Thank you for your cooperation.

Purchase Card (P-Card) Protocol

As a friendly reminder:

To all of our Sisters and Brothers in the bargaining unit who use P-Cards, you are not required, nor should you be pressured or forced to use it. We have a written agreement from December of 2023 to substantiate our position.

As we have said previously, if you make the decision to use the P-Card, please make sure that you receive the proper training and understand what the rules entail and follow any and all protocols. Failure to do so can have major ramifications and could possibly result in a disciplinary process.

ELECTRONICS DEVICE POLICY

For those who aren't familiar with the HR Policy as it relates to electronic devices and areas in the workplace where they are prohibited, please read up on it.

Our goal is to avoid unnecessary meetings with management regarding these types of violations.

Local 3634 Shift Swapping Policy

On page 21 of our Local 3634 Constitution and By-laws, the issue of shift swapping is explained. Our local does not condone any form of shift-swapping. Such behavior undermines the hard-fought right to work any overtime for applicable classifications.

When Supervisors swap their regular shifts with another Supervisor, at the request of management or for their own personal benefit, harm is done to your fellow AFSCME members.

Shift-swapping is a violation of all CBA articles pertaining to bidding rights. It violates Article 32 by negating the next members turn in the rotation for overtime.

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The purpose of bidding is to secure your ability to have a standard assignment without worrying if you may be assigned to any shift other than what was bid. It also guarantees that "Seniority" and "Shift Protection" are protected.

Medical and Prescription Drug Documentation

As a friendly reminder, please make sure that you renew and or submit your medical documentation (Such as FML) in a timely manner, including If you're off work on medical leave. Please read HR policy 21 as it relates to requesting time off when making your medical appointments. Management can ask for verification when doing so. If you are taking prescription medication prescribed by your doctor that could possibly show up in a random test, return to work or if you are renewing your medical certification, please make sure that you submit the appropriate form(s) (to HR) required by MTA immediately to protect yourself.



Reporting Incidents: On and Off Duty

AFSCME Family:

It is very important that incidents that take place at work or off duty involve you personally and can affect your employment, you must notify and provide information to your employer immediately. If you, as a supervisor, are approached by those that you supervise directly or another employee who reports or makes a comment to you that they were subjected to comments or actions by another employee that they deemed offensive in nature, please provide a written summary to your management team in a timely manner. If the individual who approached you changes their mind and states to you to disregard, please submit the information to your management team. Failing to report such matters can subject you to a disciplinary process. It would be helpful if you would re-familiarize yourselves with company policies: EEO, All CIV policies, HR 43 and the Employee Code of Conduct.

Investigative Interviews:

If you are contacted by the investigatory department for an interview, we as your Union would highly recommend that you reach out to us to attend. We cannot prevent your being interviewed but we can provide guidance to you during the process.



There will be a meeting on August 23rd, 2025.

AFSCME Local 3634 is inviting you to a **Virtual Zoom meeting.**

Topic: August General membership

Time: Aug 23, 2025, 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/4556877610?pwd=SWWhoZXlaeGlEOEp2SXFzMjFhV0NjZz09&omn=97709307155>

Meeting ID: 455 687 7610

Passcode: 162889

One tap mobile

+16694449171,,4556877610#,,,,*162889# US

+16699009128,,4556877610#,,,,*162889# US (San Jose)

AFSCME Member Services

To all members of the bargaining unit, if you haven't received your membership card from AFSCME International with your AFSCME member number, please go to Apscme.org, hit the contact us link and fill out the email information box. Please include Local 3634 and District Council 36 in the body of your email. You should receive your green and white AFSCME card within 10-14 days. You can use this card at various locations that offer discounts to union members.



AFSCME BENEFITS INFORMATION

Medical/Dental/Vision:



Nicole Patino Patinoni@metro.net

Milette Short ShortM@metro.net

CalPERS

PensionBenefits@metro.net

TOWP Contact:

hrisadmin@metro.net

Also, for those of you who have 401/457 questions or need to submit forms for changes or updates, Arif Motiwala is the contact. His Email is motiwalaa@metro.net

For those of us who have CalPers for our pension, MTA has a contract with them and is just the intermediary. MTA doesn't make the final call on your retirement benefits and calculations. If you have any questions or problems related to PERS including your service credit, you need to communicate directly with them. If you haven't done so, create your account with them and monitor your service credit. **If you take off work for any reason and miss more than two complete months of work during the service credit year (July 1st to June 30th), it can be detrimental to your yearly credit and delay your retirement.** Again, the Union does not run the PERS retirement system. You must reach out to them.

Medicare Part B

If you are retiring soon or plan to do so in the near future and you'll be 65 or about to turn 65, please know that you are entitled to receive a Medicare part B supplemental stipend that is a reimbursement if you enroll for part B but you have to ask MTA about it when you retire. The supplemental stipend is \$185.00 in 2025.

Union Difference

Life is better in a union. Having a voice on the job means better pay, better health care, a more secure retirement, and so much more. It means having a say in safety, staffing, and other principal issues that help AFSCME members do their jobs and keep America running.