

# Advisory Board Minutes – January 2022

## **LINKS TO MINUTES**

January 2022 Session

2022 Jan Advisory Board Meeting Convened  
2021/22 January Order of Business  
December 2021/22 Advisory Board Minutes  
Election Committee Report: Last Two Quarters 2021  
Advisory Board Conducted State Elections  
4th Qtr Grievance Committee Report  
Les Shockey, SEMA SC Rep, WVGenWeb SC, CC  
Proposal to Revise the Grievance Committee Procedures (Standard Rules)  
Adjournment

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## **2022 Jan Advisory Board Meeting Convened**

### **02 January 2022**

The January 2022 meeting of the Advisory Board is now convened.

Linda K. Lewis  
National Coordinator 2021-2022

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## **2021/22 January Order of Business**

### **02 January 2022**

Per Article IV. of the Special Rules, the Order of Business is as follows:

Minutes

Announcements

New Business

1. AB State Elections Report
2. Election Committee Quarterly Report
3. Grievance Committee Quarterly Report
4. Election Committee Appointment

Adjournment

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#### **IV. ORDER OF BUSINESS.**

Order of Business will be renewed and announced to the assembly at the beginning of each month by the Presiding Officer. The Order of Business will be flexible and may be adapted to cope with immediate business. Members will advise the Presiding Officer of suggested agenda items for future Orders of Business.

Linda K. Lewis  
National Coordinator 2021-2022

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**December 2021/22  
Advisory Board  
Minutes**

**02 January 2022**

Please review the 2021/22 December Advisory Board Minutes and advise if corrections or revisions are needed.

<https://www.usgenweb.org/about/pdfs-minutes/AB-2021-12.pdf>

These Minutes will stand as accepted as of Jan. 3, 2022, at 11:59 PM if no corrections are heard.

Linda K. Lewis  
National Coordinator 2021-2022

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**Election Committee  
Report: Last Two  
Quarters 2021**

**06 January 2022**

The Election Committee quarterly report is submitted by Alice Allen, Pub/Sec, for the record.

----- Original Message -----

From: Alice Allen <[dcaa...@pacifier.com](mailto:dcaa...@pacifier.com)>

To: "[usgw-el...@googlegroups.com](mailto:usgw-el...@googlegroups.com)" <[usgw-el...@googlegroups.com](mailto:usgw-el...@googlegroups.com)>

Cc: webmaster <[webm...@cottonhills.com](mailto:webm...@cottonhills.com)>

Date: January 5, 2022 10:08 PM

Subject: Election Committee Report: Last Two Quarters 2021

New Members: 14  
Left the Project: 46  
Deaths reported: 1

Bunny Shumate Freeman - ARGW, TXGW

Total Members: 1056  
Registered to Vote: 719  
Unresolved Email Bounces: 0

Additionally, the EC assisted in State elections for Colorado, Arizona, and California during the 3<sup>rd</sup> & 4<sup>th</sup> quarters of 2021.

Colleen Pustola was elected SC for both Colorado and Arizona. Bob Jenkins was elected SC of California.

Alice Allen  
EC Secretary

Linda K. Lewis  
National Coordinator 2021-2022

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**Advisory Board  
Conducted State  
Elections**

**07 January 2022**

For the record.

The Advisory Board conducted an election in December for AKGenWeb State Coordinator, at their request.

MaryAlice Schwanke, Dale Cook, and Rebecca Maloney conducted the election on behalf of the AB, and Norma Hass was elected as the AKGenWeb State Coordinator.

Linda K. Lewis  
National Coordinator 2020-2021

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**4th Qtr Grievance  
Committee Report**

**16 January 2022**

The quarterly Grievance Committee report below is submitted by Karen De Groote, Chair, for the record.

----- Original Message -----

Date: January 16, 2022 3:36 PM

Subject: 4th Qtr Grievance Committee Report

Greetings Linda,

The Grievance Committee received 0 grievances and 0 inquiries during the 4th quarter. Thus I can report 0 received, 0 still open and 0 closed.

Thank you very much,  
Karen De Groote  
USGenWeb Grievance Committee Chair

Linda K. Lewis  
National Coordinator

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**Les Shockey, SEMA  
SC Rep,  
WVGenWeb SC, CC**

**21 January 2022**

It's with heartfelt sorrow I announce the passing of Les Shockey on Jan. 20, 2022, at 2:30 pm. I was notified by his brother, who added that Les was surrounded by his family.

I don't remember a time in USGenWeb without Les. He was a member and WVGenWeb SC for over 25 years. Les joined the Advisory Board as SEMA SC rep in the 09/10 term and served in that role ever since. He loved

USGenWeb and gave of his time and wisdom until his last breath. His USGenWeb family will miss him very much.

My deepest sympathies go out to Les Shockey's family and friends.

Linda K. Lewis  
National Coordinator 2021-2022

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**Proposal to Revise  
the Grievance  
Committee  
Procedures  
(Standard Rules)**

**18 January 2022**

The next order of business is a proposal to revise the Standard Rules, V. Grievance Procedures, submitted by members Pat Asher (EC Data Manager), MaryAlice Schwanke (SWSC CC Rep), and Dale Cook (NENC CC Rep).

The goal of this revision is to reduce the number of required Standing Committee seats. It no longer seems necessary to require 7 members of this Standing Committee as the last grievance filed was in June 2011.

The Current Grievance Procedures are found under V. Grievance Procedures of the Standard Rules:

<https://www.usgenweb.org/about/standardrules.html>

The proposed revisions are located at the link below in an easy-to-read format and are copied at the end of this message.

<http://usgenweb.org/usgwelections/GrievanceProcedures.html>

**The floor is now open for discussion until Thursday, Jan. 20, 2022, at 11:59 pm EST. Please state any questions, feedback, support, or concerns related to this proposal.**

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**Proposed Changes to Standard Rules, Article V., Jan 2022**

Strikeouts will be removed.

**Bold text highlighted in yellow represents new or changed text.**

**V. GRIEVANCE PROCEDURES.**

(Adopted 11 July 2006 (Motion 06-13) and 22 August 2006 (Motion 06-13a); amended 9 May 2011 (Motions 2010/11-12 and 2010/11-13) **If approved, add this amendment motion number and date.**

**A - Committee Membership, Qualifications & Appointments.  
Membership:**

The Grievance Committee shall consist of seven **five** members of The USGenWeb Project in good standing. The panel **Committee** must include a State Coordinator , and a member of the Special projects, and three

County Coordinators/Local Coordinators who have not served as State Coordinator or in a national level position within the last three years. The National Coordinator is an ex officio member of the Grievance Committee and is not eligible for assignment as the committee member overseeing an accepted grievance. In the event that a member of the Grievance Committee is one of the parties involved in the dispute or has a personal interest in the dispute, that Committee Member shall retire **be recused** from involvement with any aspect of that grievance.

In the event that a Grievance Committee member changes positions in the USGenWeb Project during their term, they may remain as a representative of the position for which they were appointed until the end of their term. This does not apply in the case of the committee member's election to the USGenWeb Advisory Board, at which time they would be required to resign and a new representative **committee member** appointed after a call for volunteers from within the project to fill the seat.

The member will be sent a letter by the Grievance Chair stating the reason for the temporary removal. During this time the member will be unsubscribed from the Grievance Committee mail list. The member will then be given 72 hours in which to respond. **During this time the member will be unsubscribed from the Grievance Committee mail list.** If no answer is received then the member will be removed without recourse. If a response is received, after reading the reply and discussion of said **reply**, the Grievance Committee will vote on whether or not to permanently remove the member.

### **Qualifications:**

Volunteers may not have been a party in **to** a grievance for a minimum of two (2) years prior to volunteering for the Grievance Committee nor be currently involved in a grievance.

### **Appointments:**

The Advisory Board will vote to make the initial appointments to the Grievance Committee after soliciting volunteers for the committee, posting their qualifications for comment by USGenWeb Project members on the BOARD-L, each of the Regional lists, and any other official project lists deemed necessary. Of the initial appointments four (4) **three (3)** will be for two-year terms, and three (3) **two (2)** for one-year terms. The Advisory Board will appoint the Grievance Chair for the initial term for a period of one year.

Future vacancies within the Grievance Committee will be filled by USGenWeb Project members in the following manner: The Chair will

solicit volunteers for the position, and post their qualifications for comment. Volunteers will be chosen by a vote of Grievance Committee members, and presented to the Advisory Board for approval.

### **B - Committee Business**

Two e-mail **email** lists will be established for Grievance Committee business. The first list will be archived, and will be available for all interested project volunteers to subscribe to on a read-only basis. The list will be used to announce committee vacancies/appointments, to request volunteers for open positions, and for discussions of policy and/or procedures related to the Grievance Committee. This list will also be used for Grievance Committee assignments and announcements. No discussion of specific grievances will be held on the public list.

### **E - Confidentiality.**

Members of the Committee must also state that they understand that violation of this confidentiality agreement will mean immediate expulsion from the Grievance Committee and may result in determination of Member Not in Good Standing by the Advisory Board. Once declared a MNIGS **as such**, the former Grievance Committee member may not serve on the Grievance Committee again.

### **F - Grievance Process**

#### **2 - Types of grievances:**

d. Grievances against the local grievance project of a State or Special Project having its own member-approved process for resolving grievances.

1. The Grievance Committee is limited to reviewing the determination made by the local grievance process and entering a determination a **finding as to** whether the local procedures for the grievance process were followed within that State or Special Project. The Grievance Committee will not re-hear the complaint once it has been handled at the local level.

#### **6 - The duties and responsibilities of the team shall be:**

d. To notify the Grievance Committee that mediation has been successful and the exact nature of the agreement the parties have come to and have agreed to abide by , **or**

e. Or, tTo notify the Grievance Committee that mediation has not been successful.

## 7 - Mediation:

If an amiable agreement is achieved between the parties in the mediation process, the members of the team shall retire to closed session to insure **ensure** Mediation will continue until the matter is resolved, or until it is apparent to the mediator that there will be no resolution forthcoming, but for a period of no more than ten (10) days once mediation has begun without approval of the Grievance Committee. The mediator may request additional time from the Grievance Committee if it is the the opinion of the team that a resolution is at hand.

**8 - Arbitration:** If the mediation process fails, and the grievant wishes to continue with the complaint, the mediator will so advise the volunteer arbitrators. The mediator and the arbitrators, along with the overseeing committee member, will conduct the arbitration hearing, with the committee member acting as a non-voting chair.

The volunteer arbitrators will be re-subscribed to the mail list and both parties to the grievance will remain subscribed to the list. Both parties will be given the opportunity to present statements or evidence. The volunteer arbitrators may request additional information if they feel it is necessary, or **and** may ask further questions of the parties involved.

The chair will provide these summations to each member of the team. The team shall retire to closed session and come to a recommendation of the **decide on a recommended** course of action to be taken by the parties to resolve the dispute. The arbitrators may find for either party, or reach a decision that is a compromise between the two positions. The arbitrators will make a recommendation as to what action, if any, should be taken.

The decision of the Arbitration Team becomes the final resolution of the dispute upon approval of the their recommendation by the Grievance Committee. Failure of either party or other USGenWeb Project member to comply with the decision is a violation of the USGenWeb Project Bylaws and subject to action by the USGenWeb Advisory Board.

Linda K. Lewis  
National Coordinator

Not sure if I am reading this correctly. When I read the following paragraph I thought it was referring to someone who had a grievance against them. After reading a few times I think it is referring to someone on the committee with a conflict. Maybe start with ...The committee member

The member will be sent a letter by the Grievance Chair stating the reason for the temporary removal. During this time the member will be

unsubscribed from the Grievance Committee mail list. The member will then be given 72 hours in which to respond. **During this time the member will be unsubscribed from the Grievance Committee mail list.** If no answer is received then the member will be removed without recourse. If a response is received, after reading the reply and discussion of said **reply**, the Grievance Committee will vote on whether or not to permanently remove the member.

This might be just me.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2020-2022

Only paragraphs with proposed changes are shown on the page at <http://usgenweb.org/usgwelections/GrievanceProcedures.html>.

There is a paragraph before the one in question that reads as:  
"A Grievance Committee member may be temporarily removed, upon a vote of two-thirds (2/3) of the committee, for unwillingness to serve in the capacity for which the person was accepted, releasing information on a grievance presently before the board and/or not answering three (3) roll calls."

MaryAlice Schwanke  
Southwest/South Central Region  
County Coordinator Representative 2020-2022

**19 January 2022**

Good morning - thank you Mary, I see it in the context of the previous paragraph.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2020-2022

My suggestions. Nothing serious. Mike

1. I find the "Membership" paragraph sequence confusing. It seems like the last sentence of the first paragraph should be the first sentence of the third paragraph (also change "In the event that" to "If").
2. 2nd Paragraph of Membership. Change "In the event that" to "If". Change "This does not apply in the case of the committee member's election" to "The exception is when a committee member is elected"
3. Appointments Paragraph. The words "a period of" are unnecessary.

4. 7th Paragraph (Mediation). I think "amicable" is more appropriate than "amiable." The words "a period of" are unnecessary.

Mike Peterson  
Northwest/Plains Region  
Country Coordinator Representative 2020-2022

I failed to mention that revisions to the Grievance Committee Procedures, if passed, would be effective on Mar 1 at the start of the new GC term. The currently seated committee would not be reduced in size.

Linda K. Lewis  
National Coordinator 2021-2022

**22 January 2022**

Given the extenuating circumstances of the loss of one of our Advisory Board members, I request this discussion be temporarily paused, and resume on Monday, January 24 through Wednesday, January 26, 2022, at 11:59 PM.

Linda K. Lewis  
National Coordinator 2021-2022

**23 January 2022**

Maybe..... to even after the funeral?

Mike Peterson  
Northwest/Plains Region  
Country Coordinator Representative 2020-2022

I think that is a good idea

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2020-2022

**24 January 2022**

In continuation of the discussion about the proposal to revise the Grievance Committee Procedures, below is a forwarded response from Pat Asher in response to Mike's wording suggestions.

Does everyone agree the proposal should be updated to change "amiable" to "amicable"?

Please also feel free to state any other opinions or concerns about this proposal.

----- Original Message -----

From: Pat Asher <[pjr...@att.net](mailto:pjr...@att.net)>

To: "Linda K. Lewis" <[webm...@cottonhills.com](mailto:webm...@cottonhills.com)>, Mary Alice Schwanke <[greatu...@gmail.com](mailto:greatu...@gmail.com)>, "Dale H. Cook" <[us...@mathomhouseradio.net](mailto:us...@mathomhouseradio.net)>

Date: January 22, 2022 4:36 PM

Subject: Re: [BOARD] Proposal to Revise the Grievance Committee Procedures (Standard Rules)

Re Mike Peterson's suggestions for additional amendments to the GC Procedures. I don't agree with the first three -- "If" sounds simpler than "in the event" but it is simpler and could create questions at some point in the future.

I do agree with the first part of his last suggestion: "amiable" should be changed to "amicable" in order to be precise.

On 1/19/2022 5:40 PM, Michael Alden (Dino) Peterson wrote:  
7th Paragraph (Mediation). I think "amicable" is more appropriate than "amiable."

Other opinions?

<http://usgenweb.org/usgwelections/GrievanceProcedures.html>

Pat

Linda K. Lewis  
National Coordinator 2021-2022

I agree with the proposed change.

Rebecca Maloney  
Special Projects Representative 2021-2023

Agreed

Rebecca Maloney  
Special Projects Representative 2021-2023

I think that is a good idea too.

Doreen Harunaga-Ewing  
Southwest/South Central Region

County Coordinator Representative 2021-2023

This might help

Amiable is an adjective used to describe people who are friendly or sociable. It can also describe things with a pleasing quality. Amicable on the other hand is usually used to describe **relations or interactions that are civil or peaceable**. Your good neighbor is 'amiable,' but your interactions with him are 'amicable.'

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2020-2022

I agree.

Dale H. Cook  
Northeast/North Central Region  
County Coordinator Representative 2021-2023

I agree that the proposal should be updated to change "amiable" to "amicable".

MaryAlice Schwanke  
Southwest/South Central Region  
County Coordinator Representative 2020-2022

I agree

Trish Elliott-Kashima  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2021-2023

Forwarding Martha's comment sent to me directly due to technical difficulties.

----- Original Message -----

From: Martha A C Graham <[mac...@mail.com](mailto:mac...@mail.com)>

To: webmaster <[webm...@cottonhills.com](mailto:webm...@cottonhills.com)>

Date: January 24, 2022 9:05 PM

Subject: Re: [BOARD] Proposal to Revise the Grievance Committee Procedures (Standard Rules)

Hi Linda,

I tried 4 times to respond to the list with regard to the wording change.

I got Delivery failure every time.

Thoughts?

[I do agree to the change]  
Martha

Linda K. Lewis  
National Coordinator 2021-2022

I agree

Jeff Kemp  
Southeast/Mid-Atlantic Region  
County Coordinator Representative 2020-2022

Agree.

Nancy Janyszeski  
Northeast/North Central Region  
State Coordinator Representative 2020-2022

Agree.

Mary Ann Lubinsky  
Northeast/North Central Region  
County Coordinator Representative 2020-2022

Agree.

Doreen Harunaga-Ewing  
Southwest/South Central Region  
County Coordinator Representative 2021-2023

Agree

Linda Simpson  
Southwest/South Central Region  
State Coordinator Representative 2020-2022

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**Adjournment**

**01 February 2022**

The January 2022 meeting of the Advisory Board is adjourned and the February 2022 meeting of the Advisory Board is now convened.

Linda K. Lewis  
National Coordinator 2021-2022

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The full text of all BOARD-L messages can be viewed in the threaded list archives for this list by subscribing members in their email.

All Advisory Board Minutes are located at <http://usgenweb.org/about/minutes.html>.

Please remember that minutes are a record of actions proposed and taken at the meeting, NOT all the detail about what was said by members or guests. If you have any questions or comments about the minutes, please write to [Doreen Harunaga-Ewing](#), Secretary.