

WPFW- LSB Regular Meeting Minutes June 12, 2024

Teleconference via Zoom Washington, DC

Dennis Williams – Chair

Wayne Bruce – Vice Chair

Kamau Harris –Treasurer

Ellen Williams Carter - Secretary

**1. Call to Order started at pm**

**2. Logins/Greetings/Roll Call**

- |                         |                       |
|-------------------------|-----------------------|
| 1. Anita Irene Adams    | 12. Ambrose Lane Jr.  |
| 2. Vanessa Dixon-Briggs | 13. Minerva F Sanders |
| 3. Verna Avery Brown    | 14. Donna Grimes      |
| 4. Michael Byfield      | 15. Dennis Williams   |
| 5. Bill Curtis          | 16. Wanda Gnahoui     |
| 6. Violetta Diamond     | 17.. Ron Pinchback    |
| 7. Robert A. Gordon     | 18. Patrick Morrison, |
| 8. Kamau Harris         | 19. Wayne Bruce       |
| 9. Arthur Hyland        | 20. Sue Goodwin       |
| 10. Tony Leon           | 21. Andrew Kreig      |
| 11. Mariah McClain      |                       |

Excused absence: Karen Briggs, Adele M Stan

**3. Resignation: There are no resignations.**

**4. The agenda was approved.**

Time Keeper: Kamau Harris

**5. May 8, 2024 minutes were approved.**

**6. Management Reports:**

- **Miyuki Williams**, Interim General Manager, reported:

Finances

Made payments that were agreed upon. We were unable to complete the books. We haven't received all the information that is needed. There are no consultants. No staff overtime, consequently no overtime payments are

made. Using comp time to help the station. Thank you gift stamps and shipping are provided by a major donor. Thank you gifts are being mailed. We are lowering the transmitter power to lower electricity costs.

### Relocation

We will meet with a Real Estate broker on Friday. The landlord offered us an opportunity to stay till September 2025 at K street. We are trying to negotiate to lower the rent. The Healthcare bill was \$46,000. We paid February and March. We need to pay April. The station received a \$2,000 car donation.

### Spring Pledge Drive

Spring drive goal was \$250,000 We need to return to 2week drives. We are hoping that the LSB will raise funds.

- **Katea Stitt**, Program Director, (submitted a report see Attachment A)

Katea didn't attend the meeting. She sent a written report. Dennis read the report.

- **Sataria Joyner**, Development, reported:

### Pledge Drive

The Pledge Drive goal was \$250,000. The drive was extended another week. The station raised \$249, 028 in pledges and \$6,000 from pay pal pledges.

Pledge reminders were sent out. We can expect that money. We received a Grant of \$10,000, and \$5,000 from the Takoma Station Event. The Open House yielded \$486.30.

### Upcoming Fundraising Events

- Reggae and Rhythm Festival cost \$35.They are using Eventbrite.
- July 11<sup>th</sup> Duke Ellington Special
- Blues Festival
- September R&B dance party with Captain Fly

## **7. Finance Committee**

Kamau Harris, chair reported:

A transition bank account at Bank of America was opened by Pacifica for WPFW funds. The amounts we receive are sent to the National Office. He pulled activity information for the April and May accounts.

### **Motions for Finance Committee 6/10/24**

#### **#1. Motion- To elect a secretary for Finance Committee**

##### **Motion to elect a Secretary for the Finance Committee**

Whereas; according to parliamentary procedure, it is customary to elect a secretary to “record proceedings and call the meeting to order when there’s no vice-chair, and preside until the election of a chairman pro tem.” “The secretary shall also keep a record of the proceedings”...; and

Whereas; All committees of the WPFW LSB has a recording Secretary except the Finance Committee; and

Whereas; the election of a Secretary would lessen the tasks currently being done by the Chair;

Resolved; that the Finance Committee promptly hold an election for 2024 Secretary.

**Vote - Unanimous**

**#2. Motion – Hire an Independent Auditor**

**Motion for the FC to recommend to the LSB to seek and hire an independent professional to audit WPFW finances asap**

Whereas; the LSB is in the process of hiring a new GM and the that person should not have to contend with unaccounted for finances; and

Whereas; it is not the duty of the Treasurer or the IGM to audit the records of the organization; and

Whereas; audits should be conducted using the firewalls of General Accepted Accounting Principles;

Resolved; that the WPFW Finance Committee recommend that the WPFW LSB seek and hire an independent professional to audit WPFW finances asap.

**Vote - Unanimous**

**#3. Motion- Implement the Art. 4, sec.9, c**

**Motion to implement the Art. 4, sec.9, C (pertaining to attendance) for people that are considered to be Finance Committee members.**

Whereas; there are people listed as members of this committee who have not attended meetings for several months and have not provided reasons for their absence;

Resolved; that the Finance Committee implement the same procedure stated in the Pacifica by-laws for delegate removal (Art. 4, sec.9, C) to remove committee members that have stopped attending meetings.

**Vote - Unanimous**

**8. Community Comment**

**Eric Ramey** stated that WPFW needs a Real Estate Attorney to negotiate a space for the station. He made suggestions for relocation of the station.

**Millie Ware** said she was a programmer for 43 years with WPFW. In addition, she stated that every pledge drive she exceeds her goal. Ware said she was removed from her on air program without written notice of removal after an incident with a fellow programmer.

**Martha Peterson** asked about the Programmer Bill of Rights status. Peterson said it was submitted, reviewed, and approved. She had questions about the Programmer's Associations involvement with the 5k Run in September and the Blues Festival. Peterson said the Bethesda Desecration Group wants a PSA announced on the WPFW programs.

**SabooH Hikim** had questions about the Programmer's Associations involvement with the 5k Run in September and the Blues Festival. Hikim also wants the Programmer's Association to contact the Community Outreach Committee concerning events. In addition, he is concerned about the Programmer's Grievance Rights.

*Esther Iverem* would like a follow up and support for Millie Ware's crisis. She indicated that she had a formal grievance against the Program Director and she was given a warning by the IGM.

*Thomas Blanton* thanked everyone for support of the Juneteenth events. He wants a WPFW table at the Juneteenth event. Dennis instructed him to ask Vinnie Jack and IGM about acquiring volunteers.

*Morotolo One* a listener was concerned about Millie's situation. She asked why was Millie terminated. She was told the case was in litigation so the IGM couldn't discuss it.

*Starr* asked about the Programmer Bill of Rights status. She stated that it was passed and it was a tight document.

## **9. Relocation Committee**

*Kamau Harris*, chair reported:

They meet every Wednesday. The new Broker will meet with the IGM on Friday.

They are checking the possibility of acquiring a space for the station at Westminster Church.

Minerva said we should get our present landlord to put any agreement made in writing.

## **10. Management Assessment and Search/Evaluation Committee (MASC)**

Patrick reported,

Job announcements were sent out.

- The Resume process was determined.
- Interview questions were created.
- They are moving forward.

## **11. PNB Report:**

*Minerva Saunders* reported:

### **Bylaws**

Bylaw information was sent to the LSB members.

Delegates election:

Candidates for the election need to go to: [election .org](http://election.org), if you want to run in the 2024 election. Stations need to identify nominators between June the 1<sup>st</sup> and June 30<sup>th</sup>. They must be a member of the station.

*Irene Adams* reported:

The Personal Committee met to look at grievance procedures.

## **12. Development Committee report**

*Irene Adams* reported:

No quorum was met.

## **13. Community Outreach**

*Violetta Diamond*, chair reported:

The committee met on June 4<sup>th</sup>.

The committee members want more collaboration between the staff and the programmer's association regarding fundraisers; specifically, the September 14<sup>th</sup>, 5K run and the Blues Festival. During the meeting they discussed getting more young people involved in the station. The next Newsletter will have election information and an interview with the NES. The Blues festival is scheduled for August 23 and a Mahalia Jackson program at New Bethel church will be scheduled. A Town Hall Meeting needs to be scheduled.

#### **14. Program/LSB Show Committee report:**

*Minerva Sanders*, reported:

They met and discussed listening to the programs. They are asking individuals to volunteer to listen to programs.

*Bill Curtis*, reported:

They were preempted on May 24 and will be preempted on June 28. Ron said that his program could be preempted on June 21 so the LSB show can be aired.

#### **15. Evaluation Committee**

The PD evaluation has clearance.

#### **16. CAB Committee (submitted a written report see Attachment B)**

*Marsha* reported:

They received Esther's Grievance. The CAB members are concerned that the station isn't consistent in their grievance procedures. She said there are Grievance procedures available at the National level.

#### **17. Communication and Standards Committee**

No meetings.

#### **18. Unfinished Business**

None

#### **19. New Business**

**#1. Motions:** Tony's motion regarding the Programmers bill of rights Grievances (see Attachment C)

I move that we establish the Programmer's Bill of Rights Grievance that is available, until the document that is being reviewed now is passed.

**Vote- 5 yes      12 no      4 abstention**

#### **#2. Motion**

**Motion to Reinstate Millie Ware**

Whereas, Millie Ware, a programmer on WPFW, was removed from her position following an accusation of airing dirty laundry (“ADL”) live on air; and

Whereas, the Program Director, Interim General Manager and Executive Director dismissed Ms. Ware without hearing from all eyewitnesses to the accused behavior and reviewing all of the facts related to the incident; and

Whereas, the Program Director, Interim General Manager and Executive Director failed to apply the standard definition of ADL as it is set forth in the Pacifica/WPFW Operations Guide, specifically, that a finding of ADL is generally made following a programmer’s intentional on-air complaints about the station, its policies, facilities, and equipment; and

Whereas, Ms. Ware was not in control of the board at the time of the alleged occurrence and had no way of knowing when or whether the programmer before her was operating according to accepted standards; and

Whereas, Ms. Ware’s unintentional act of requesting that the other programmer properly sanitize and relinquish the programmer’s chair did not rise to a level requiring dismissal; and

Whereas, Ms. Ware’s punishment was much more severe than that of other programmers who intentionally made on-air statements that much more closely fit the description of the prohibited behavior described in the Operations Guide; and

Whereas, Ms. Ware has faithfully and professionally performed her duties for over 15 years and has consistently met or exceeded her fundraising goal during early morning hours; then may it be

Be it resolved, that the LSB direct Management to reinstate Millie Ware immediately and allow due process to take place, specifically, that all parties who have firsthand knowledge of the event in question be present at a factfinding meeting and that any decisions made concerning this matter be consistent with those reached in previous situations regarding programmers’ on-air behavior, especially taking into consideration intentional versus unintentional on air speech and that the LSB Grievance Process be used to render a final decision.

**Vote-            6 Yes                    8 No                    7 Abstentions**

**Motion**

I move to review and compare the grievance processes.

**Vote: 15 yes 7 no**

**20. Dennis Williams, Chair, Adjourned the regular meeting at 11:05pm**

Minutes submitted by: Secretary, Ellen Williams Carter

**Attachment A**  
**Katea Stitt, Program Director Report**  
**PROGRAM DIRECTOR REPORT**  
**JUNE 2024**

**ONGOING COVERAGE OF PALESTINIAN/CONGO/STUDENT ENCAMPMENTS** – Since October, many WPFW Programmers have done an exemplary job of producing programming on this issue, and we have expanded to include coverage of the student encampments across the country and around the globe. We did not broadcast the redline march as we did the first two large marches due to illness, technical and budgetary constraints.

**PROGRAMMERS' HANDBOOK AND BILL OF RIGHTS** – Tom Cole graciously agreed to take the leadership on this. Tomorrow, the committee will have a handbook meeting tomorrow evening, and a bill of rights meeting next Thursday. The committee members are Tom Cole, Irene Jefferson, Abby DeRoberts, Jordan Strudwick, Ron Pinchback, Mariah McClain, and Brother Jamil Muhammad. Both will be finalized late June/early July.

**PACIFICA COMPLIANCE** – At the end of May, Pacifica national imposed a multilayered mandatory compliance policy to be adhered to by all network Programmers and staff as it pertains to how we talk about things on air within and without the context of a pledge drives, and how we deal with sponsorships/underwriting. Our Programmers are taking the training and submitting the surveys. All must have submitted compliance materials or taken training by the end of June.

**UPCOMING SPECIAL PROGRAMMING:**

## **JUNE 19 – *EMANCIPATED SPIRITS: SLAVERY, FREEDOM, AND RESISTANCE***

Very often Juneteenth is presented as a story of “news” of the Emancipation Proclamation “traveling slowly” to the Deep South and Texas, but it was really a story of power traveling slowly, and of freedom being seized.

On Wednesday, June 19th, from 5am until midnight, WPFW presents *Emancipated Spirits: Slavery, Freedom, and Resistance*, from 5am until midnight. Through discussions, music and spoken word, we will interrogate the history of that day; the true meaning of freedom, and the role resistance continues to play in securing liberation.

## **JUNE 30 – *THE HOUSE THAT WANDA BUILT***

This is our annual Pride month programming produced by the Inside Out Collective.

**JULY 11 – *ELLINGTON 125***- This will be a relocation fundraising day celebrating Maestro Ellington’s 125<sup>th</sup> birth year from 5am until midnight.

## **PAST SPECIAL PROGRAMMING:**

### **MAY 27 – *SONGS IN THE KEY OF LOVE: A BIRTHDAY TRIBUTE TO STEVIE WONDER***

Singer-songwriter Stevie Wonder’s long career has reflected his concern with humanitarian and social justice issues. His activism has been pivotal in U.S. and world events, including spearheading the campaign to make Martin Luther King Day a national holiday, and relentlessly advocating for an end to apartheid in South Africa.

On Memorial Day, WPFW presented this salute to the artist, and explored all things Stevie, from Saginaw’s child prodigy to recent Ghanaian citizen.

### **MAY 29 – *THE CENTRALITY OF CONGO TO BLACK LIBERATION***

On Wednesday, May 29, 5am until 8pm, WPFW, in partnership with Friends of the Congo, presented *The Centrality of Congo to Black Liberation*, an exploration of what is happening in the DRC, and why the Congo must matter to the whole of humanity around the globe.

Through public affairs and music programming, we leaned into Frantz Fanon's *teaching never to forget that the fate of all of us is at stake in the Congo*.

The day also centered and raised money for the DRC Women, Peace & Security Centre, a grassroots socio-economic initiative providing capacity building for women in the Congo, as a community thank you gift.

### **MAY 31 - CELEBRATING SAM "THE MAN" BURNS & 40 YEARS OF HOUSE MUSIC**

WPFW celebrated the life and legacy of DC legendary DJ Sam "The Man" Burns, and the 40th Anniversary of House Music from 5am until midnight!

For more than four decades, Sam "The Man" Burns kept the DC house music scene alive and thriving. He was a skilled DJ with an impressive musical intuition, knowing exactly how to steer a dance floor into a safe place for joy, liberation, and spiritual bliss. Sam was also a community organizer, educator, mentor, activist and artist.

Also at noon on that day - Sam's family, DJ Kool, and beloved friends came together as the District of Columbia honored him with a street naming ceremony of "Sam The Man Burns Way" located at Longfellow Park 18th and M Streets NW. All are welcome to attend and be a part of DC history!

WPFW, building a better world, one broadcast at a time!

Should you have questions about my report, please feel free to email or text me anytime –  
301.613.5578

**Attachment B**  
**CAB Committee Report**  
**CAB REPORT FOR JUNE 2024 LSB MEETING**

The WPFW Community Advisory Board (CAB) received a copy the grievance that Esther Iverem filed against WPFW's Program Manager on or about 13 December 2023.

Included in her communication were not only her grievance and concerns regarding WPFW matters personally involving her both in her capacity as a staff member and also as a programmer.

Ms. Iverem also enumerated instances where other programmers were summarily dismissed, or their programs were discontinued without benefit of notice or explanation.

CAB incorporates herein by reference all of the concerns that she raised, and I request that they be made a part of WPFW's record as well as that of the LSB.

CAB revisited her grievance at our 23 February 2024 CAB meeting, and shortly thereafter, we requested that she also provide information of any updates, including communications, that she may have had with WPFW management during the period that transpired since the filing of her grievance. We requested that she continue to follow up with WPFW management regarding her concerns, and to keep the CAB apprised of all actions taken, if any.

We, as a body, informed Ms. Iverem that we would continue to work within the scope of the authority vested in the Community Advisory Board to work toward a resolution as to the concerns that she raised. Having received no additional information at the time of our other meetings, it was agreed at our May 2024 meeting that we should respond to her concerns.

We reminded Ms. Iverem of the functions of WPFW's CAB, as well as to the scope of our authority as outlined in Pacifica and WPFW guidelines

[Specifically, CAB is authorized to review the station's programming goals, as well as any significant policy decisions made by the station. The CAB was also established to serve as a vehicle by which the community can effectively provide input to the LSB as to its concerns and ideas. The CAB is also empowered to advise the LSB and the Program Director with respect to whether the programming and other policies of the station are meeting the specialized education and cultural needs of the communities served by the station, and may make recommendations it deems appropriate to meet those needs. ]

In that capacity, we are prepared to recommend to the LSB, in keeping within the scope of our authority, that Esther Iverem's concerns be addressed through any existing grievance policies that the station currently has in place to hear and resolve the concerns of aggrieved individuals, whether paid or unpaid staff.

We further recommend to WPFW that should no such grievance policy or policies currently exist, the station exert its best efforts to develop and implement the same as expeditiously as possible.

The CAB has been apprised that there are available resources that can aid in the process. That list of resources was provided to Ms. Iverem, who was encouraged to share the list to all affected parties so that they could avail themselves of the free services provided by the various sources. Specifically, we found resources that were designed for employees, station managers, and for LSB representatives.

### **FOR EMPLOYEES**

#### **Washington Lawyers' Committee for Civil Rights and Urban Affairs | Workers Rights Clinics**

<https://www.washlaw.org/clinic>

Phone: 202-319-1040 | (202) 319-1000 | E-mail: [clinic@washlaw.org](mailto:clinic@washlaw.org)

The clinic provides advice on all areas of employment law at the clinic, including: unpaid wages, unpaid overtime, family and medical leave act (FMLA) violations, unemployment compensation, workers' compensation, **unlawful discrimination and harassment**, barriers to employment based on arrest and conviction record, and wrongful termination. Clinics are currently held via telephonic appointments on Wednesday evenings as well as twice a month on Fridays.

Once a month on Saturday mornings, we also host our clinic at the Michelle Obama Bread for the City Southeast Center at 1700 Good Hope Road. Workers may call the number above for an appointment or walk-in without an appointment between 10 am and 12 pm.

#### **Catholic Charities Legal Network**

<https://www.catholiccharitiesdc.org/program/legal-network/>

924 G St. NW, Washington, DC 20001

[Appointment Hotline: 202-350-4305](tel:202-350-4305)

Requests for legal assistance: Call our hotline at 202-350-4305 during the listed hours to go through a prescreen process. If eligible for our services, callers will receive an intake appointment with a volunteer to determine if the program can accept a caller's matter. **Civil law areas covered by the network include Employment Law**

### **FOR EMPLOYEES & STATION MANAGER or LSB REPRESENTATIVE**

#### **Community Mediation DC**

<https://communitymediationdc.org/>

641 S St NW, Ste 432, Washington DC 20001

Phone: 240-766-5311

Community Mediation DC offers mediation at no cost to participants and at times and locations that are convenient for all. Conversations are facilitated by volunteer mediators who reflect the diversity of our

community with regard to age, race, gender identity, income, education, and experience. Community Mediation DC can help with the following challenges:

- Conflicts between co-workers who want an outside, nonjudgmental facilitator
- **Disputes between supervisors and employees**

**FOR STATION MANAGER or LSB REPRESENTATIVE**

**DC Bar Pro Bono - Help for Non Profits**

<https://www.dcbbar.org/pro-bono/free-legal-help/help-for-nonprofits>

901 4th Street, NW, Washington, D.C. 20001

Phone: 202.737.4700

Nonprofit Matches for On-Going Legal Projects. We match community-based nonprofits with pro bono legal counsel that assist with on-going legal projects in areas such as **employment law**, real estate, corporate governance, contract review, intellectual property, and obtaining tax-exempt status. Hours (Monday - Friday): 9 a.m. to 1 p.m. and 2 p.m. to 5 p.m.

CAB's stated mission is one of helping to make community concerns known to the station, and we hope that all community members continue to apprise us of their suggestions and concerns.

**CAB RECOMMENDATIONS TO THE LSB**

- I. PROGRAMMERS' CONCERNS
  - A. Consistency in programming decisions
  - B. Development and/or implementation of consistent and objective internal grievance procedures
  - C. Development and/or implementation of consistent and objective external grievance procedure should internal procedures be insufficient

**Attachment C**  
**Grievance Procedures**

**Method & Procedure Release**

**WPFW-LSB Programming Committee**

Operations -

Issue Date: March 2013

Personnel Affected –Programmers

Issue: C

Last Revision: 7/29/14

Purpose -

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**DRAFT DRAFT**  
**Complaint And Grievance Procedure**

A programmer is defined as someone who is assigned by appropriate staff to a regular programming responsibility.

## **1. COMPLAINT -THE INFORMAL STEP**

- a. A complaint is an expression of dissatisfaction by a Programmer to his/her immediate supervisor concerning the following aspects of his/her work:**
  - i. those rights as outlined in the document called "Rights and Responsibilities of Programmers" and**
  - ii. any instances involving disciplinary action against the Programmer.**
- b. A complaint becomes a grievance when it cannot be settled satisfactorily between the Programmer and the immediate supervisor and/or the general manager, and is referred to a grievance committee.**
- c. A grievance is defined as an action or situation that the volunteer/programmer considers to be a violation or infringement of the Rights and Responsibilities of programmer/volunteers.**
- d. The Review Committee will determine the steps and or corrective action to be taken.**

## **2. PROCEDURE TOWARD RESOLUTION**

- a. A Programmer may designate a person to assist him or her at any and all steps in the presentation and resolution of the complaint or grievance.**
- b. AT THE CONCLUSION OF ANY STEP, GRIEVANCES SHALL BE CONSIDERED AS FINALLY DISPOSED OF UNLESS IT IS APPEALED TO THE NEXT HIGHER STEP.**

## **3. GRIEVANCE - FORMAL STEP 1**

- a. Individuals involved should complete a Complaint issue form. (The form must be developed.) TO BE PRESENTED TO THE IMMEDIATE SUPERVISOR.**
- b. PRESENTING A GRIEVANCE-IN PRESENTING ANY GRIEVANCES;**
  - i. THE AGGRIEVED INVOLVED SHALL BE IDENTIFIED,**
  - ii. THE ACTION (S) COMPLAINED OF AND THE DATES THEREOF SHALL BE SPECIFIED,**
  - iii. THE VIOLATION SHALL BE STATED AND**
  - iv. THE REMEDY REQUESTED SHALL BE STATED**
- c. TIME LIMITS-**
  - i. GRIEVANCES MUST BE PRESENTED WITHIN 30 CALENDAR DAYS AFTER THE ACTION OR OCCURRENCE COMPLAINED OF, LAST OCCURRED.**
  - ii. If the problem has not been satisfactorily resolved in writing within 15 working days of PRESENTATION OF the incident, the individual may appeal directly to the General Manager.**

## **4. GRIEVANCE – FORMAL STEP 2**

- a. The General Manager will respond in writing within 30 days.**

Individuals meet with THE GENERAL Manager and or committee to discuss the resolution of the problem resolution, which can include:

1. Warning(s)
2. Suspension for 30-60 days
3. Dismissal and release of duties
4. By mutual agreement of the individuals involved, The time limit may be extended.
5. GRIEVANCE MUTUALLY RESOLVED AND DISPOSED

**6. GRIEVANCE – FORMAL STEP 3**

- a. IF THE PARTIES REMAIN IN DISAGREEMENT AT THE CONCLUSION OF STEP 2, THE AGRIEVED MAY SUBMIT THE GRIEVANCE TO \_\_\_\_\_**