Labor Management Committee

Tuesday, November 18, 1997

3:00 - 4:00 p.m.

PUB 357

MINUTES

Members Present: Kathy Fleming, Michael Frumkin, Curt Huff, Joe Schweiger
Wayne Praeder

Resource Persons: Ken Berg, Pat Rast, Lance Walker

Recording Secretary: Connie Gross

I. Call to Order
Wayne Praeder called the meeting to order at 3:05 p.m. No reordering of the agenda was requested.

II. Action Items:

Approval of Minutes, II.a. — Wayne Praeder
The minutes for the October 14, 1997 meeting were approved with one correction.

Disposition:
The minutes for the October 14, 1997 meeting were approved as corrected and will be distributed according to contract.

Update from Task Force on Background Checks, II.b. — Kathy Fleming
Kathy Fleming distributed a working document drafted by the task force which shows to what the task force members have agreed to date. She asked for a one- or two-month extension on the November deadline. Discussion. A deadline of no later than the January meeting was agreed upon.

Disposition:
The deadline for the Task Force on Background Checks to bring a recommendation forward to the committee was extended to no later than the January meeting.

Report from Task Force on Employee Surveillance Protection, II.c. — Kathy Fleming
Ms. Fleming reported that the task force has not met. Curt Huff mentioned that the RFP for the security system should now be available. Discussion of timeframe. It was agreed to keep the
RFP and the task force separate—The RFP will go to the committee members for comments, and the task force will work on the contract interpretation issues. A February target deadline was set.

Disposition:
The target deadline for the Task Force on Employee Surveillance Protection was set for February.

Approval of Procedural Agreements, II.d. — Wayne Praeder
Mr. Praeder handed out a signature sheet for approval of the procedural agreements and opened the floor for discussion. Curt Huff proposed to postpone approval for one month, stating that the management team would like more time to review it as a unit. No objection from labor. It was agreed to postpone further action until the December meeting.

Disposition:
The approval of procedural agreements was deferred until the December meeting.

III. Information Items:

Interpretation of Article X, Section 4, III.a. — Kathy Fleming
Labor is concerned about erosion of the bargaining unit, specifically the disagreement about what the definition of erosion is. Ken Berg reported that he has requested information from members of management, but hasn’t received anything yet. He hopes to receive material soon, and it should be included in the packet for the next meeting. Kathy Fleming stated that she would like the information for sure next month, as they have already waited four months for it.

Reasonable Accommodations, III.b. — Wayne Praeder
Kathy Fleming said Kandys Dygert was to FAX her changes to Karen Raver last week, but they haven’t been received yet. Discussion. Mr. Praeder suggested leaving this item on the agenda for one more month, after which it will be taken off the agenda until changes are actually made. Then it can come back to this committee as a new item. Ms. Fleming stated that after the next meeting if there are not updates brought forward by labor, that this item will be stricken from the next agenda.

Job Reclassification Mechanics—1509, III.c. — Ken Berg
Ken Berg reported that management has made the decision to move ahead and return twelve individuals back to classified staff. The Human Resources office is currently looking at the job descriptions of the affected employees. The employees will have a right to appeal if they so desire.

Sutton Hall Safety, III.d. — Kathy Fleming
Kathy Fleming contacted the City of Cheney, the State L&I office, and the State Electrical Inspector’s Office. Nothing can be done about the wiring at this time, even though it’s not what was contracted.

**Police Policy Manual, III.e. — Curt Huff**

Curt Huff spoke with Ron Sperber. Ron Sperber and Ken Berg are trying to meet, but haven’t been able to get together yet. Curt Huff recommended having someone from Bargaining Unit 1 meet with Mr. Sperber and Mr. Berg and bring suggestions back to the committee for approval. Ms. Fleming is willing to do this, and will set up a meeting with Ron Sperber and Ken Berg.
Department Manuals, III.f. — Ken Berg  
Ken Berg reported that there has been no discussion about department manuals in his office. They will review any manuals that are made available to them, and make recommendations for changes. Ms. Fleming asked if her previous request—that Dr. Drummond distribute a memo to all departments asking for copies of manuals—had been done. Mr. Praeder said at this point the memo hasn’t been sent out, and may not be sent out, however this issue has been discussed with the Vps, who will bring it up with their respective areas so that any contract conflicts in manuals can be brought to Human Resources for their review. Curt Huff noted that Mike Stewart mentioned it in a recent directors’ meeting. Ms. Fleming requested that any manuals being reviewed also come to the labor management table so that labor knows that they are out there. Mr. Huff said that management is willing to share the documents, but that problems should be handled in the specific areas—not at the labor management table.

Performance Evaluations, III.g. — Kathy Fleming  
Ms. Fleming refered to the June 20, 1996 minutes, page 2, and statement #6 on the performance evaluation cover memo. She attests that evaluations which do not fall within the agreed upon deadline of one month are being put in personnel files. Those at the table agreed that the established procedures were reasonable and should be followed. Ken Berg responded that management’s intent is to follow the one-month rule, and that he will check it out.

Reports, IV.  

BU I — Kathy Fleming  
Ms. Fleming gave thanks to: Dr. Mark Drummond for allowing the supplemental training, to Helen Jones for conducting it, to Wayne Praeder for facilitating it, and to all who were able to attend for their interest.

Management—Curt Huff  
Mr. Huff mentioned that he will be proposing a couple of department policies which he will put on the agenda for the next meeting. They don’t go through the Senate or any of those channels, so he needs to know the proper steps to take.

The meeting adjourned at 3:50 p.m.