

April 1, 1997

APWU Labor Management Meeting Minutes, March 24, 1997 held in room 216 of the Grand Rapids Main Post Office. Meeting was scheduled for 10:00 am. Meeting began at 10:25 am.

Present for Management: Al Smith, Chari Forrest, Al Hall, Kim Glidden-Reed, Jim Tennant, Alan Rowe, Jim DeYoung, Bob Makowski, Mike Chrissman, Al Snyder and Fred Quillin.

Present for the Union: Dick Page, Steve Austin, Jim Smith, Bill Scutt, Jennifer Gilbert, and Michelle Flanagan.

1. Women's cot in the first floor breakroom, on the west wall: Chari Forrest will check into. Al Smith will authorize the purchase of the cot.

Off the Agenda: Roger Stevens from the Social and Recreation Committee reported on the cost of the Postal Service purchasing ice machines for the Main Office and also stations and branches. Al Smith will authorize what he can. Bids will be put together and submitted to the District.

Social security numbers being removed from employees time keeping badges for security/privacy reasons. Chari Forrest to call Lansing Post Office and check on how that office implemented that policy.

Problems with postings/information getting to the Northeast station. A team consisting of Dick Page, Nancy Emelander, Chari Forrest, Doug Kunst, Larry Stahoviac, Daryl Rocco, and Alan Row will meet and coordinate changes in interoffice mail by April 7, 1997.

Union is requesting two additional distribution/window clerks at the Northeast station.

Mystery Shopper: The district is in the process of changing existing program. The APWU is opposed to any discipline being handed down to bargaining unit employees.

CC mobile: Al Smith will entertain the idea for the APWU and the Mailhandlers.

2. More floor space at the Wyoming station: Alan Rowe will address with Murry.
3. Hiring career employees: 15 PTF clerks by April 5, 1997. District wide compliment needs to be looked at. If the entire District is over, more PTF's can be brought on board.
4. Space Utilization Team Update on what's going to the annex and what is staying downtown: P-1: third class. Downtown: first class.
5. Additional square footage at the annex: may take possession late in the year (August/September).
6. Target date for any movement to the annex: late in the year (August/September).
7. LSM employees being utilized in automation before safety training: Bill Scutt sent out a letter to all MDO's asking that all employees be given the safety training prior to being utilized in automation. Al Smith concurred.
8. INTRA labels, who gets them: local originating mail/first class mail.
9. Maintenance personnel on tour III not being informed of combination change: Jim Deyoung will address.
10. Maintenance personnel on tour III not being informed of town hall meetings: Jim Deyoung will address.
11. Mailhandler being allowed to "demonstrate" the need for a job at the AMF: The APWU is requesting that a steward be present to observe the mailhandler "demonstrating" the need for a job at the AMF. Al Smith concurred.
12. Rips and tears "bone table" positions in automation: clerk jobs. APWU is requesting that the clerks not be harassed by mailhandler stewards. Al Smith concurred.
13. Clerks continually being forced to perform mailhandler work: RI399 issues.
14. Issue of customer service representative not being present at Labor Management Meetings: Issue resolved.

15. Usage of 204b's. Associate supervisor program coming to Grand Rapids very soon. P-1 will be staffed with regular supervisors.

16. Upgrade of Tour II customer service administrative unit general clerk position. Currently in the grievance procedure. Cannot be addressed at labor management meeting.

17. Small parcel bundle sorter staffing, LIPS staffing: will be half and half. Mailhandler to cull and dump. Clerks to sweep and key.

18. FSM staffing: Management will not utilize automation clerks on the FSM when it is in the "automation" mode. Will utilize casuals. Possible grievances.

19. Automation staffing: Agreement that casuals should only be used for breaks/lunches.

20. Automation pay level: National issue.

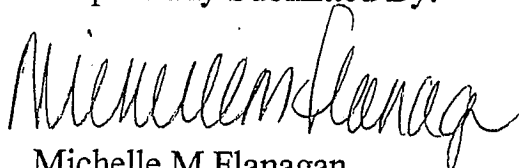
21. Retirement seminar: Chari Forrest to contact Bob Lancaster in Personnel and address.

22. Safety inspection of Main Post Office: Steve Austin presented 3 different inspections. They will be sent to Washington.

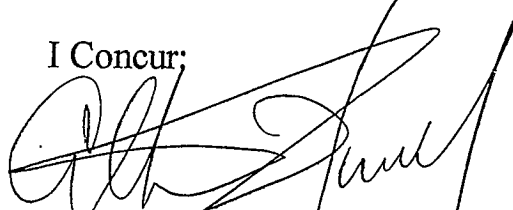
23. Union Office Space: will be addressed.

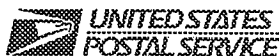
Meeting adjourned at 12:50 PM.

Respectfully Submitted By:


Michelle M Flanagan

I Concur:


Al Smith, Plant Manager



DATE: March 25, 1997

TO: BRUCE RAMBOW
BILL BARBRET

FROM: JAMES DEYOUNG
MANAGER MAINTENANCE
GRAND RAPIDS P & DC

A handwritten signature in cursive script, appearing to read "James DeYoung", written over a horizontal line.

RE: GENERAL INFORMATION FOR TOUR 3 EMPLOYEES

TWO ITEMS WERE DISCUSSED AT YESTERDAYS LABOR MANAGEMENT MEETING INVOLVING TOUR 3 EMPLOYEES NOT RECEIVING INFORMATION ON THE SECURITY COMBINATION CHANGE AND ABOUT THE TOWN MEETINGS.

I KNOW THAT THE LAST TOWN MEETINGS WERE NOT ANNOUNCED WELL TO ANY OF THE MAINTENANCE AREAS. I HAVE DISCUSSED THIS WITH AL SMITH AND LUANN. SHE WILL PROVIDE THE INFORMATION ON THE TOWN MEETING SCHEDULE. MAINTENANCE EMPLOYEES WILL ATTEND ALONG WITH OPERATIONS PERSONNEL ON EACH TOUR. THERE SHOULD BE AT LEAST TWO MEETINGS ON EACH TOUR SO THAT EVERYONE DOES NOT HAVE TO ATTEND AT THE SAME TIME. WHEN THE SCHEDULE IS PROVIDED, MAKE SURE ALL OF YOUR PEOPLE ARE INFORMED.

THE COMBINATION CHANGE IS GIVEN TO ALL MAINTENANCE SUPERVISORS. THIS MUST BE PASSED ON TO ALL EMPLOYEES VERBALLY WHEN THE INFORMATION IS PROVIDED.

PLEASE ADVISE ME IF YOU ARE NOT GETTING CORRESPONDENCE. ALSO WATCH THE READ AND PASS FILE, AS FROM TIME TO TIME I WILL PUT INFORMATION IN THERE THAT YOU SHOULD BE PASSING ON TO YOUR EMPLOYEES AT LEAST CONCEPTUALLY. YOU DO NOT HAVE TO READ IT VERBATIM.

CC: APWU