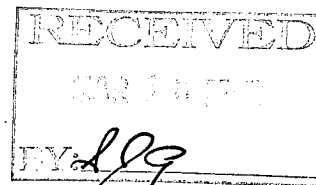


WMAL - APWU  
Grand Rapids P&DC  
LABOR - MANAGEMENT MEETING  
JANUARY 21, 1998  
10:00 AM



Present:

Alton Smith, Fred Quilin, Steve Austin, Bill Scutt, Theresa Smith, Jim DeYoung, Al Hall, Mike Chrisman, Gil Brown, Catherine Beemblossom, Jim Sweeney, Phil Roth, Jennifer Amos

*\* Minutes from November, 1997 meeting still need postmaster's signature. Al Smith will follow up.*

1. Flats and manual mail being sent to Lansing. No bid jobs for FSM 881/1000.

*Al Smith said manual letters no longer sent to Lansing. He will check on the flats; is fairly confident current practice will cease by April 1998.*

2. Four PTF clerks from four three automation were sent downtown to train for FSM. Full Time Regulars were not afforded the same opportunity.

*Management confused about which PTF clerks involved. They maintain these clerks were originally hired to work on the FSMs. Bill is concerned senior employees were not given the same opportunity to train for the FSMs. Al Smith said a list was posted asking for volunteers. He thought the list was posted for all employees to see. He said the posting may not have been done properly.*

*\* Al Smith plans to adequately staff the FSM operation by April, 1998. The bids at the P-1 will include ADC/SCF/LIPS training. No scheme knowledge will be required on these bids.*

*\* Al Smith plans to remove flat/manual cases to tentatively place second FSM 1000 at Main office.*

3. Reminder -- Bid jobs at P-1 for LIPS machine and FSM 881/1000.

*This issue is covered above.*

4. Vending machines are not appropriately stocked at P-1. Not maintained at all on the weekends. Continually running out of products. Would like to see an ice and ice cream machine installed.

*Management will ask vending company to monitor the machines more closely. The vender will also be asked about installing an ice cream machine. The ice machine will be included in the renovations currently under way.*

5. Smoking area at the annex lacks protection from the elements.

*Al Smith expressed concern over making improvements to property that doesn't belong to the postal service. He thought the smoking area might be included in the current P-1 renovations. He has agreed to keep working on this issue. Funding is also an issue, since it has to be approved at the district level.*

6. No heat/AC/ventilation in second section of annex. Employees forced to work in this environment.

*Management contends employees are not presently working in this area. Concerns should be resolved with current renovations.*

7. Aisles in annex too narrow.

*This is no longer a concern.*

8. Memo to P-2 and P-3 concerning gifts of food from Murray Weatherall and Al Smith over the Christmas holidays. The same generosity was not extended to all employees equitably.

*Al Smith approved requests from those MDOs who provided gifts to their employees. However, not all MDOs made the request, hence, the appearance of favoritism. He will be alert to this problem in the future.*

9. Limited/Light Duty clerks causing problems at P-1. Not available to perform their duties.

*All involved are in agreement that jobs need to be offered to L/L duty employees according to the contract. Al Smith reminded the union he may not be able to accommodate all employees with a like schedule. Al suggested Phil Roth gather names of L/L duty employees for a review. The union agreed to get involved with this process.*

10. Automation clerks working priority mail without "target mail" training. This could pose a problem.

*Everyone agreed this is a problem. The concern is with employees who don't normally work priority. It appears they have not been given proper training. The solution is to make sure all employees have "target mail" training. Al Smith stated management is committed to this. Phil Roth and Theresa Smith will follow up on this issue at their facilities. Phil Roth will report back at the next meeting.*

11. Concerns at P-1 over casuals getting the choice of where to work over regulars.

*The union revealed problems with specific casuals receiving preferential treatment by working OT and more than 60 hrs. a week. The union contends these casuals are not sent home when other casuals are required to leave. Theresa Smith is not aware of this problem. She said she will look into this problem and take action, if necessary. Al Smith informed Theresa employees are not to work more than 60 hrs. a week. He is concerned about employees who are working OT or more than 60 hrs. a week without authorization. He said this practice will cease.*

#### New Business:

A. Steve Austin requested space at P-1 for the union to use. He would like to install a computer as soon as space is available.

B. Chairs are needed at the annex. Al Smith said he is aware of the problem. Mike Blundell will address this issue.

C. Three more chairs are needed at the main office for medical reasons. Al Smith would like this submitted to him in writing.

D. Timekeeper at the annex. Al Smith recognizes the need for one. No decision on this issue.

E. Tornado SOP. In the last labor-management meeting, Fred Quilin was asked to develop a SOP dealing with tornadoes. He believes the existing procedure is adequate. There is some concern about how to deal with the hearing-impaired during such emergencies.

F. Steve Austin observed improvements in the basement parking situation.

G. Jim Sweeney asked Phil Roth where he wants to wash the special delivery vehicles. He informed Phil the Northwest facility is often inoperable. Phil told Jim there are facilities on Patterson and Summer streets.

H. Bill Scutt concerned that 030 clerks are being forced to work in automation. Bill would like this investigated. Al Smith confirmed this practice. He informed the union he will continue to use manual clerks in automation by juniority. He wants to maintain the flexibility this allows. Bill is concerned that supervisors are sending bid clerks to automation before subs and casuals. Al said this is not the current practice.

I. Grievance Shake-Out. The union would like to know when the "shake-out" is planned. Phil Roth said Mike Szubinski is the advocate for management. The union should contact Mike for more information. It was suggested Tim Holmes be contacted, as well.

J. Holidays. Bill Scutt argues that volunteers should be allowed to work before subs and casuals on holidays. He believes it is stated clearly in article 11 of the LMOU, in conjunction with the National Collective Bargaining Agreement. Fred Quilin does not agree with the interpretation. No decision was made. Gordy Orange will be contacted.

K. Al Smith is concerned about employees beginning their tour, then conducting personal business before going to work. He wants these employees to be ready to work when they punch the clock.

L. Al Smith let the union know any employee caught using the intercom for personal reasons would be subject to disciplinary action. He is determined to have a professional standard on all intercom transmissions. Fred commented that an example would be made of the first employee caught.

M. Theresa Smith thinks P-1 isn't given timely notice of the labor-management meetings. Al Smith believes P-1 is given sufficient notice through inter-office mail.

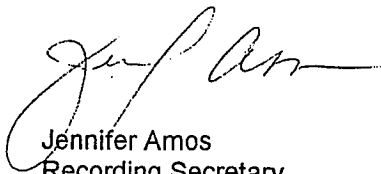
N. Operation 160. Management is considering moving the city manual letter cases to the stations. Al Smith would like to meet with Catherine Beemblossom and Mike Chrisman to discuss this possibility.

O. Al Smith would like a centralized time card rack. This rack would contain time cards and 3971's. The union is not opposed.

P. Fred Quilin informed the union he has eight subs currently assigned to tour II. He assured the union that as soon as the present bid cycle is complete, this will no longer be an issue. Fred wants the union to know he is working within contractual guidelines.

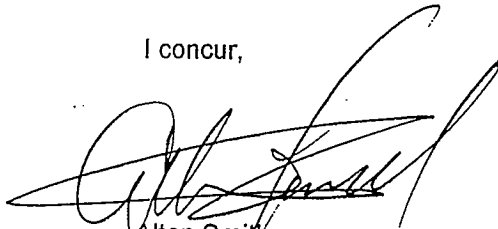
Meeting adjourned at 12:15 PM.

Respectfully submitted,



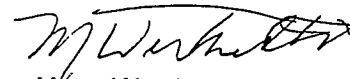
Jennifer Amos  
Recording Secretary  
WMAL -- APWU

I concur,



Alton Smith,  
Plant Manager,  
Grand Rapids P & DC

I concur,



Murry Weatherall,  
Postmaster,  
Grand Rapids Post Office

CC: Steve Austin  
Bill Scutt  
Catherine Beemblossom  
Scott Larabel  
Jim Sweeney  
Jim Smith  
Mike Szubinski  
File