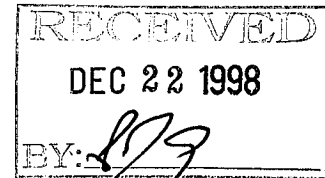


WMAL - APWU
Grand Rapids P&DC
LABOR - MANAGEMENT MEETING
November 30, 1998
10:00 AM



Present:

Alton Smith, Steve Austin, Bill Scutt, Gil Brown, Jennifer Amos, Bob Makowski, Jennifer Gilbert, Dick Page, Phil Roth, Jim Tennant, Rich Galloday, Steve Karbotowski, Fred Torres, Heather Braun, Bruce Rambow

Unfinished Business:

1. Relief training technicians for tour I and III.

Al Smith said this situation has been resolved.

2. Call in policy. Update.

Union is reviewing the final copy of policy at this time.

3. PTFs on days. Update.

Bob Makowski said PTFs will be eliminated from tour II by January 1, 1999.

4. Parking in basement. Empty equipment continues to be a problem for employees parking in the basement. Update.

Situation has improved, but may experience problems at Christmas because of increase in mail volume.

5. Clear "Direction Letters" issued to new PTFs. Update.

Al Smith will talk to personnel. [The sign for P-1 is still a concern. Bruce Rambow will follow up with Marvin Branch].

6. Casual OT—There shouldn't be any! Update.

Fred Torres said he gives listers OT when casuals and PTFs reach 40 hrs. Al Smith said all PTFs should have two scheduled days off. If a PTF is needed to work a sixth day, the supervisor must notify that employee as soon as possible. Management can not create a blanket policy requiring PTFs to automatically be scheduled to work six days a week. Management must look at their daily or weekly needs and make a decision regarding OT. According to Alton Smith, supervisors will no longer schedule PTFs six days a week without prior knowledge of mail volume and scheduling needs.

7. Labor-Management signatures. Minutes from February, March and May Labor-Management meetings have not been signed by Murry Weatherall or Alton Smith. Update.

Al Smith will contact Murry Weatherall about the minutes in question.

New Business:

1. Job vacancy postings and other official postings getting to the annex [and other station and branches] several days after they are posted at the MPO. The personnel office needs to correct this situation.

Al Smith and Murry Weatherall will contact personnel about this problem. Currently, the envelope is marked "confidential". The clerks at the stations are not allowed to open the envelope even

though they are aware of its contents. If the envelope could be marked "Bid Postings", it could be identified and opened for distribution (by a clerk, if necessary). Gil Brown will talk to Tim Holmes and update at next meeting.

- 2. Orientation for employees newly made eligible to bid to educate them on the process.

New regulars are bidding incorrectly because of inexperience. A letter of congratulations, along with instructions for bidding will be provided to each new regular to assist them in the process. It would also be beneficial to include a bidding flow chart. Al Smith will contact personnel.

- 3. No duplicate 3971 forms at annex.

This is no longer a problem.

- 4. Mail transported by non-MVS employees in their personal vehicles.

Al Smith said managers are responsible for contacting MVS for additional drivers before transporting mail by personal vehicle. If MVS is not contacted, the union has a legitimate grievance.

- 5. Tour III supervisors not following the pecking order for overtime. Overtime not distributed equally.

Fred Torres said this problem is improving on tour III. He said he is working with Sally Murphy and Missy Grose to correct the situation.

- 6. Associate Office "shake-out" with Labor Relations.

Al Smith wants the union to contact Murry Weatherall about the situation.

- 7. Keys given to all carriers at associate offices. This could pose a security problem.

Gil Brown will relay this information to Murry Weatherall

- 8. Info requests. Info requests not honored in a timely manner. Some managers ignore 2nd and 3rd requests. Louann would like stewards to use the tracking number when submitting a 2nd or 3rd request.

Al Smith said he wants stewards to inform the MDO of the respective tour after 10 days. If the MDO isn't able to resolve the problem, Al would like to be personally contacted. Al said union stewards have the right to view the annual leave books without submitting an info request.

- 9. Concerns at Northeast Station. Dick Page has concerns about the climate at the Northeast Station.

Ongoing problems at the Northeast station. The station manager has not responded to repeated requests to meet and discuss concerns at the station. Dick Page has asked station manager to meet with the union to resolve some of the following problems:

- a. Northeast has turned into a station for training 204Bs. Mistakes are made consistently due to inexperience.
b. Supervisors are insisting that window clerks are responsible for dealing with irate customers. They are refusing to deal with customer complaints.
c. Safety talks not given regularly. These talks should be rotated to insure all employees benefit.
d. Agreement with station manager to discuss concerns with union has been ignored repeatedly. Manager doesn't show any signs of concern for his employees.

- 10. PTF SDOs. PTFs are scheduled to work six days a week in lieu of listers receiving overtime on their SDOs.

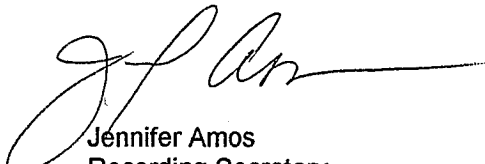
This concern is addressed in number 5.

Off The Agenda

1. Al Smith: Office supplies a concern. *The union should be sure any supplies provided by the Postal Service are used for official business in the union office.*
2. Al Smith: Time limits on Labor-Management meetings. *All present decided not to place a limit on the length of the meeting.*
3. Steve Karbotowski:
 - ⇒Maintenance not a contributing factor in the failure of mail to be processed on time. He feels maintenance does their job; he attributes the failure to inexperienced Mail Flow Coordinators. Training for 204Bs in maintenance procedures would help the situation.
 - ⇒Violence in the maintenance craft has escalated to a dangerous level. The husband/wife team on tour III has created an atmosphere of violence and anger in the maintenance department. *Al Smith said he would not tolerate any inappropriate behavior from his employees.*
 - ⇒Maintenance employees on detail creating a staffing problem within the department. *Al Smith said this was a management problem.*
 - ⇒Steve Karbotowski would like to meet with Phil Roth to discuss concerns at P-1. *Al Smith would like this meeting to take place soon.*
4. Austin: Mats for DBCS. *Al Smith would like Steve Austin to get some information on mats for automation. Maintenance is concerned about the extra time it will take to move the mats before cleaning the machines.*
5. Gilbert: Training for 204Bs in injury comp procedures. Acting supervisors don't know what to do when an employee is injured on the job. *Al Smith wants to make sure all supervisors are aware of the procedures.*
6. Amos: Shortage of medically required chairs used in manual operations. *Al Smith wants supervisors to know the regulations involved with providing chairs for employees with special needs. Chairs must be provided to those with the proper documentation. Al wants to make sure the appropriate employees are using these chairs before he orders more.*
7. Gilbert: Potholes at annex. *Al Smith wants the potholes in the annex floor fixed.*
8. Scutt: Form 7020. *Al Smith agrees to comply with grievance settlement #GR17598C (J94C-1J-C98095759), regarding the use of form 7020. Stewards don't have to move to a steward operation when they are issued a form 7020.*
9. Scutt: Agreement with CJ Alred regarding call-in policy. *Management and the union mutually agree to pull the agreement made with CJ Alred regarding the call-in policy until the union reviews the final copy of the SOP produced by Al Hall.*
10. Gilbert: Flat sorter bids posted with "Alpha" requirements. These were posted in error. *Resolution pending.*

Meeting adjourned at 12:30 P.M.

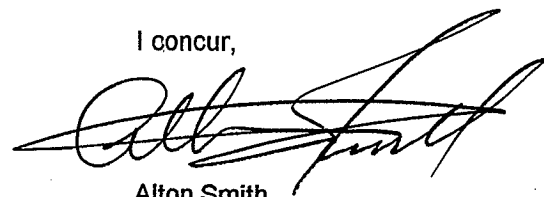
Respectfully,


Jennifer Amos
Recording Secretary

I concur,


Murry Weatherall
Postmaster, Grand Rapids

I concur,


Alton Smith
Plant Manager, P & DC