

## LABOR/MANAGEMENT MEETING MINUTES APWU

On Friday, October 22, 1999, at 1:30 PM, a Labor/Management meeting was held. In attendance representing the APWU: Ray Novakowski and Jim Myszka. Management representatives were: Kim Goebel, Alton Smith, Fred Torres, Al Hall, Phil Roth, Mark Himburg, Mike Szubinski. Minutes taken by Pat VanDuinen

### Unfinished Business

1. Mail room job in Riverview. Al Smith to follow up with Dennis Nicoski, Alton Smith, and Kim Goebel were going to call Dennis Nicoski right after the meeting to find out the status of that job. Update.

Ray has been in contact with Susan Pfeifer regarding the status of the position.

### New Business

1. Empty equipment in the basement is still a problem.

Alton will not have empty equipment stored in the basement. If there is empty equipment, put it in the managers' spaces.

2. Large radios on the workroom floor.

Alton and Kim will sign a joint letter issuing a notice of no radios on the workroom floor only walkman radios can be used.

3. Automation verifying signatures. Tour 1 automation supervisor at the P-1 is forcing employees to sign a form verifying delivery of mail. This is management's responsibility, not the employee's. Supervisor, Pam Reidt, is threatening discipline to those who refuse to sign.

Clerks will not have to sign a slip, there will be discussions to make clerks aware when mail has been done incorrectly.

4. Time card rack on the first floor. Employees on the second floor need a more accessible system to retrieve time cards. The current process is not working well. Chapter 133.61 of the F-21 states... "the timekeeper should organize the time cards to make clocking in and out as efficient as possible".

Ray and Alton will review and discuss in two weeks the locations of the time card racks at the P-1 and the main office.

5. Holiday over-scheduling at P-1. Labor Day holiday scheduling was done improperly at P-1. Several automation clerks were forced in on Saturday, then let go after 15 minutes. This happened on Sunday, as well.

Ray will supply Alton with the details of this occurrence; Alton needs to know which tour and what individuals were involved.

6. PSDS and PEDC relief on Tour I and III. This issue has been discussed at previous LM meetings. Relief jobs have not been posted per our past agreements.

This will be discussed at the job summit and will be added to job postings.

7. Return to duty problems. An employee on tour one was delayed 10 days before being allowed to return to work. Employee brought in documentation and was still not allowed to return to work.

Alton will notify Chester Cross, Manager, Human Resources, to notify Health Unit of these occurrences, page Alton when an employee can return to work.

8. Overtime distribution at the P-1. Supervisors are allowing clerks to call them in the morning to see if overtime is available for that day. This is in violation of our local policy. Employees need to be told not to call in to request overtime.

Alton will address to the MDOs of the local bargaining policy and it will be followed.

9. One hour notice of overtime. Supervisors at P-1 not giving employees enough notice when issuing overtime. We previously discussed this and agreed to one hour notice is reasonable. We would like supervisors to adhere to policy.

Alton will address with managers and supervisors at P-1 and they will follow local agreement.

10. AWOL in lieu of sick leave? Supervisors changing sick leave to AWOL because employee is out of leave. This leave should be changed to LWOP, not AWOL.

Alton will check with Labor, for pay purposes should be LWOP.

Additional items discussed:

Kim explained the Safety and Health Program Evaluation Guide (PEG); it is modeled after the OSHA's management guidelines, and will focus on essential safety and health programs. A committee of Allan Rowe, Dale Hinkley, Mike Blundell and Phil Roth is tasked to develop the programs for customer service and processing & distribution. There will be more emphasis on employee's safety.

A discussion on the 10-minute break when employees work 10 hours, Kim will check with Labor.

The LIPS P-1 Tour 2 clerks have no work and are assigned to work in other areas, the job is the needs of the service. The LIPS at the GMF is scheduled to be running on November 22 and will effective different operations on all three tours.

Employees who put in for SDO schedule changes (3189) are not eligible for overtime on the SDOs.

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T-2 clerks are not allowed to open up the back of the DPS machines.

The AMF is scheduled to move into their new location in late November.

The Northwest station lobby improvements will not be a postal store.

With the closing of the S-curve (US 131), there will be a day or two allowances if employees are late due to the detour. Mark Himburg will send an employee reminder, and furnish information on alternate routes.

The Labor/Management meeting minutes will be done on a rotating basis between Pat Van Duinen and Luann Moff.

Meeting closed at 3:30 PM.

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Respectfully submitted,

*Pat*

Pat Van Duinen