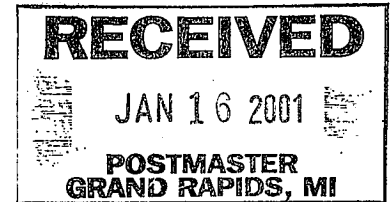


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JAN 16 2001

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WMAL – APWU
Grand Rapids Installation
LABOR – MANAGEMENT MEETING
January 9, 2001
11:30AM



Present:

Ray Novakoski, William Scutt, Art Hotchkiss, Sam Leone, Jennifer Amos, Al Hall, Ron Twentyman, Fred Quillin, Ray Novakoski, Mike Blundell, Kim Goebel, Al Snyder, Phil Roth, Jim Myszka

Unfinished Business

1. Are the tour II FSM clerks going to receive saved grade until they fail to bid and/or apply for every level six job? Management will investigate and address this issue at a later date. Al Crudup will report on level 4 jobs. Update. Al Crudup does not want to make a decision since the new plant manager will be starting soon. Update.

Barb Kiehorth will follow up on this.

2. New discipline form. Tour I employees are being forced to complete a pre-discipline form created by the post office. This is not contractual. Al Crudup instructed Al Hall to investigate and report. Update.

Al Hall said the problem has been resolved; supervisors will no longer ask employees to complete this form.

3. Mail Handler reassignments. PTF employees at the P-1 are being told to switch crafts before they are laid off. Linda Jones allegedly told clerk PTFs they would lose their jobs if they didn't switch crafts. Al Crudup asked Bill Scutt to substantiate the claims with statements and get back with him. He does not support this kind of behavior. Al Hall will investigate. Update.

Withdrawn

4. MVS casual still works more hours than PTF. Twentyman said casuals should not be used to the detriment of career employees. Al Crudup asked Twentyman to investigate. Update.

Ron Twentyman said casuals are only working more hours than PTFs when there are hours to cover for sick leave.

5. 204B on Holidays. If junior, they must be used in the craft and not allowed to have the day off in lieu of a more senior employee. Twentyman said if 204Bs are not scheduled to work the holiday, they could be added to the

craft holiday list. The union's position is that all 204Bs should be used in the craft on holidays based on their seniority. Update.

Sam Leone and Ron Twentyman will establish language to cover this situation.

6. Tour III 204B, Dan Sobish, informed stewards that any agreements or policies made by managers no longer working in this installation need not be complied with. He said that he would not honor any agreement made by Alton Smith or any other manager no longer working here. Al Crudup will investigate all issues with Dan Sobish. Update.

Sam Leone said he would personally address the issues with this acting supervisor.

7. Tour III 204B, Dan Sobish, interfered with doctors orders for employee to be off work after an injury. Dan called the nurse who handled the employee's case and informed her that the patient agreed to have restrictions changed. The patient had no knowledge of this. Dan then had the employees medical information faxed to his own home off the clock to prevent an LWI. Al Crudup will investigate all issues with Dan Sobish. Update.

See above answer.

New Business

1. Slow communication between the medical unit and operations is causing employees to receive inappropriate administrative action (AWOL). Employees are not informed when documentation sent to the medical unit is unacceptable, so leave is switched to AWOL without the employee's knowledge. When the employee finds out about the AWOL, too much time has passed for him or her to get sufficient documentation.

Kim Goebel will correspond with Chester Cross and Suzanne Surrell to ask them to use the same procedure already in place for customer service in the plant. If the medical unit agrees, return to work notices should be faxed to the Plant Manager, MDO and Luan.

2. Supervisors neglecting EAR report and causing employees to lose pay as a result.

Sam Leone will direct Mike Chrisman to follow up with Colleen Lomonaco from PSDS.

3. Pre Christmas meeting next year to straighten out overtime issues.

Sam Leone agreed to schedule a meeting in the month of October.

4. Data Site documents lost between buildings. Other data site problems.

Official mail is unsecured and accessible to anyone. This mail is often late in arriving and sometimes lost or misplaced. Sam Leone directed Fred Quillin to meet with Mike Chrisman to formulate a solution by January 19th.

5. Time and Attendance officers. The union has received many complaints about supervisors abusing their authority when talking to employees.

The union believes that employees should be treated with dignity and respect when they are informing management of a need to use leave. The union believes there are certain supervisors that overstep their authority and act improperly. Sam Leone needs more specific information. He would like the union to take specific issues to Art Hotchkiss Jr when they occur.

6. Mixed APCs of mail are being sent into automation for the clerks to breakdown.

Withdrawn.

7. Automation is receiving tubs of letters to work from P-1.

Al Snyder would like additional information to follow up.

8. Employees would like equal opportunity to work without a lunch.

Sam Leone will talk to the MDOs to seek advice. Sam generally disagrees with employees working eight hours without a lunch.

9. BMCs dispatched to stations are completely full instead of $\frac{3}{4}$ full. This is a safety issue. APCs also stacked too high for employees to safely unload them.

Kim Goebel said this is an ongoing problem – nothing has worked thus far. Fred Quillin will address this issue. Sam Leone said safety is everyone's issue.

10. Radio for maintenance around canceling machines.

11. Employees are not getting the phone call messages.

Kim Goebel asked the union to inform her when problems arise. Sam Leone will follow up.

12. MVS drivers automatically have 50 units taken out for lunch, even when a lunch is not taken.

Sam Leone instructed Mike Gordan to follow up with Samm Smith to resolve the issue.

13. Supervisors at P-1 are giving service talks to employees in the lunch/break room.

Sam Leone will ask P-1 supervisor to utilize conference rooms before using the break room for service talks.

14. Phil Roth calling employees at home for holiday work. We have a policy not to call employees at home.

Phil Roth said he would cease and desist. He will only call in extreme emergencies.

15. 881 bid jobs at P-1.

Barb Keihborth was to follow up with Mike Chrisman.

16. Badges for 204Bs. Employees would like 204Bs to wear something identifying that they are supervisors.

Sam Leone asked Ron Twentyman to address this issue.

17. Star Route drivers are regularly sorting through gaylords of mail at P-1.

Contract drivers should not be entering the building except to use the restroom or break room. Mike Gordan will follow up with Mike Chrisman and the drivers. If the problem continues, in the future, report incident to Mike Gordan.

18. Shortage of lockers and codes at P-1 for employees.

General clerk needs assistance in ordering lockers. Mike Blundell will follow up. He said there are enough codes for the building.

19. Mats for FSM 100 feeder area.

Mike Blundell wants Mike Chrisman to give him an idea of what the needs are.

20. Airborne Express – can it be dropped off upstairs on the dock?

Sam Leone will have Darryl Rocco follow up on this issue.

21. Parking in basement. Managers still park in employee spaces when attending meetings here at the main office.

Kim Goebel will address this with her managers. Mike Blundell will again instruct Mike Steghuis to remove the extra signs for supervisor parking at the P-1. Ray Novakoski will call a parking committee meeting.

22. Leave balances are in conflict between the attendance office and PSDS.

Art Hotchkiss Jr. said the leave balance is likely to be off by one pay period. Ron Twentyman suggested that time and attendance supervisors look back one month to estimate the possible balance instead of arguing with employees on the phone. Art said he would investigate.

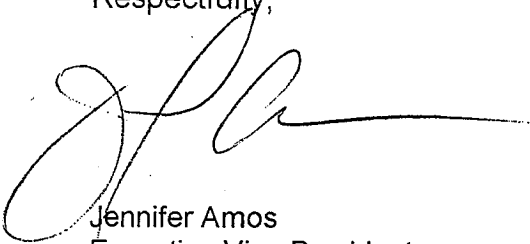
23. Tour III supervisors need to follow stewards designation list.

Sam Leone will follow up with Darryl Rocco.

Off the Agenda

1. The union would like form 1723 used properly, reflecting the actual time employees are used as 204Bs.
2. As a show of good will, the union is willing to participate in the job summit process once again in an effort to decrease the amount of errors generated from personnel.

Respectfully,



Jennifer Amos
Executive Vice President
Western Michigan Area Local
American Postal Workers Union

I concur,

Kim Goebel
Postmaster
Grand Rapids Installation
Grand Rapids MI

I concur,

Sam Leone
A/Plant Manager
Grand Rapids P&DC
Grand Rapids MI

Cc: Ray Novakoski
Bill Scutt
Jim Myszka
Mark Juczynski
File