

WMAL - APWU  
Grand Rapids Installation  
LABOR - MANAGEMENT MEETING

*May 14* ~~April~~ 25, 2001  
10:00AM

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G.R. P & DC

Present:

Sam Leone, Mike Chrisman, Ray Novakoski, Fred Quillin, John Peters, Bill Scutt, Jennifer Amos, Jim Myszka, Suzanne Wagner, Ron Twentyman, Daryle Rocco, Mark Maciejewski

Ray Novakoski asked if anyone had any concerns about the last meeting minutes. No one responded.

Old Business

1. Has a FSM impact statement been delivered to the union? Update.

**An unofficial impact statement has been submitted to the union. Sam Leone said he would continue to need scheme-qualified clerks into the next year.**

2. When FMLA documents have diagnosis or prognosis, does it go to the med unit? Barb Kiehorth will investigate. She agreed to the union's request for a meeting with Anna Armstrong and Michelle Hawley to review FMLA issues. A meeting will be set up. Update.

**Meeting has not been set as of this date. Sam Leone will instruct Luan to schedule a meeting.**

3. Mail Prep at P-1. Mail not properly prepped before getting to the machines. Bill Scutt will follow up on these issues. Sam would like Mike Chrisman and to discuss this issue with Bill.

**Bill Scutt spoke to Mike Chrisman about this issue and have come to an agreement to modify the operation temporarily and monitor the results.**

4. Will there be bid jobs posted for the central setup for dispatch in automation? No. Expeditor does the work—Tour III needs help with it. This constitutes a duty assignment. This started, as an experimental operation but now seems to be beneficial. Decision has not been made to keep the operation permanently. Sam wants Fred Quillin and Daryle Rocco to make a decision by Friday. Update.

**Fred Quillin said he wants to hold off posting jobs until the flat sorters jobs have been abolished. He plans to post bids in the fall.**

5. Safety walks with supervisors. Is it necessary for supervisors to take an employee on a safety walk to have them confirm safety regulations are in

compliance? Sam Leone supports this process. He believes that it's the responsibility of everyone to know safety procedures. Supervisors must be present. The union would like the supervisors informed that it is their responsibility to complete the form while the employee accompanies them.

**Sam Leone would like employees to report these incidents to the MDO when this occurs.**

6. Trailers taking up parking at P-1. Suzanne Wagner will address this issue. Update.

**Suzanne Wagner said the problem is in the process of being resolved. She has instructed dispatchers to inform drivers to use the upper pad.**

### **New Business**

1. Break schedule on tour III becoming a problem. Supervisors forcing employees to take lunch after 2 hours and forcing them to wait more than three hours for their last break.

**Ray Novakoski, Linda Jones and Daryle Rocco will meet on this issue Thursday.**

2. Ron Twentyman continues to be disruptive during step two meetings. Michelle Gregory would like to lodge an official complaint...again.

**Sam Leone wants specific problems brought to his attention.**

3. The flag in stations and branches needs a light on the flag if left out all night and if taken down it should be stored properly.

**Sam Leone would like Mark Maciejewski to follow up.**

4. To allow new stewards to observe step one meetings.

**No one opposed this request as long as the step one supervisor was in agreement.**

5. Can we get a phone for the hearing impaired in the attendance control office?

**Sam Leone asked John Peters to follow up.**

6. Why are employees on tour III automation being given a direct order to fill out the VOE surveys?

**Sam Leone said the surveys that were passed out do not have to be returned, it is the option of the employee to complete it and/or submit it. He said if the employee wants to destroy the survey, s/he has that option.**

7. Employees on tour III in automation are still being denied their right to see a steward.

**Sam Leone wants the tour III steward to approach Daryle Rocco to discuss this issue. Ron Twentyman said an employee should be allowed to see a steward within two hours after asking for one. Sam asked the union to attempt to resolve issues before bringing them to the labor management meeting.**

8. Can the Tabber machine be staffed properly with two employees?

**The union believes there should be two people on the Tabber at all times. There are many automation clerks in the unit that have never been trained. Sam Leone wants the automation crew properly trained.**

9. Why is the tour III Time & Attendance supervisor still taking calls in the smoke room?

**Sam Leone will follow up on this.**


### **Off the Agenda**

1. Sam Leone wants the union to educate its members that sexual harassment is not acceptable behavior. He said there is no requirement for the victim to inform the harasser to stop before filing a complaint. The victim can take the case straight to the court. There is also no requirement to file a grievance in conjunction with a complaint. Sam said once management has been put on notice it has an obligation to investigate and respond to these complaints.
2. Clock ring Information requests being delayed. The union wants to know why there is a problem with requesting clock rings before they are available. The request is denied and sent back to the steward. Management is concerned about the time limits to complete a request. The union understands the clock rings will be sent when they are physically available and will allow management more time to complete the request when this occurs. Sam Leone will investigate and respond.
3. Time & Attendance will not accept a hand written 3971 from an employee. The union believes that when supervisors do not accurately complete a 3971 in the time & attendance office, the employee has the right to submit a corrected 3971 with accurate information. If the document is not correct, the employee should be able to adjust it to reflect accurate information.
4. Supervisor submitted a leave slip seven days after the leave was taken and it was considered scheduled. The union doesn't think the same consideration would be given to a craft employee. Sam Leone will follow up with Time & Attendance and report at the next meeting.

5. Bill Scutt wants Mike Chrisman to be more flexible with schedule change requests. Mike doesn't want to give a change of schedule then have to deny annual leave due to approving that request. Sam Leone asked Mike Chrisman to look at each request on an individual basis.
6. Ergo lifters at P-1. Bill Scutt wants the ergo lifters to be available for everyone to use not just the mailhandlers in the prep area. Chrisman said he needs those lifts to be available to the prep area so he prohibits them from being used in other areas. Sam wants to know if more lifters are needed at the P-1. He will take a look at the needs and resolve the problem.
7. Back to work releases still a problem. Several mistakes were made recently regarding an employee's return to work causing her to miss several days of work in non-pay status. Management admits to the mistakes and the union would like to resolve the problems before it happens again.
8. Orders given to employees to perform mailhandler work so the mail can get processed. The employee was threatened with discipline if she didn't follow the direction. Sam Leone believes this problem will be resolved when personnel shifts. Fred Quillin will follow up.
9. Maintenance can't keep the dock area free from construction debris. The dirt is thick and the sweepers are not made to endure that kind of use. Jim Myszka wants the construction crew to clean up after themselves. John Peters will follow up.
10. Tour III employees going to their cars on break at P-1. Management won't allow employees to go to their car on break anymore. Sam Leone said that if the employees don't abuse the privilege, it should be reinstated.
11. Boom box. Sam has written a policy and will submit it to both unions for input.

**Next meeting will be held June 13th at 10:00am in room 304.**

Respectfully,



Jennifer Amos  
Executive Vice President

CC: Raymond Novakoski  
William Scutt  
Jim Myszka  
Mark Juczynski