

**WMAL-APWU**  
**Grand Rapids Installation**  
**Labor-Management Meeting**  
**January 9, 2002**  
**11:00 AM**

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Present:

Union: Ray Novakoski, Richard Page, Bill Scutt, Jim Myszka

Management: Mark Maciejewski, Fred Quillin, John Peters, Dan Cremeans

**Old Business:**

1. Were there any questions or concerns regarding the November 2001 Labor/ management minutes?

There were no questions or concerns regarding the November 2001 Labor/Management minutes.

2. Buzzer for the front window to call supervisor is ineffective. Mark Maciejewski said he performed a test on tour II today and a supervisor responded to the light. The employees don't always get someone to respond. Fred Quillin suggested supervisors be given a service talk regarding the correct procedure when responding to the buzzer.  
Update.

An issue happened on 1-8-02. It was determined that the clerk did not use the buzzer. Fred Quillin talked to supervisors in the plant on their responsibility to respond to the buzzer.

3. Out of schedule premium for flat sorter employees held back from bid jobs. Fred Quillin agreed to pay out of schedule premium but the employees never received any. Fred Quillin said he would correct this situation and pay out of schedule pay (OOS) to eligible employees. He said the former FSM employees from the main office who were sent to the flat sorter 1000 at the P-1 are also eligible for OOS since they were requested to work outside their regular hours for several days.  
**Update for management:** Jennifer Amos currently completing pay adjustments forms for affected employees and will submit them to Fred Quillin as soon as possible.

Agreed to go to next order of old business.

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4. CFS employees were told they could not work without supervision, but Deborah Anne allows them to work alone for overtime. Mark Maciejewski will contact steward Mindy Moore for further details. Update. This continues to be a concern. Employees working tour II hours in CFS on the rise.

Mark Maciejewski met with Mindy. There was no discussion on the O.T. Mark will set up an additional meeting with Mindy Moore.

#### **NEW BUSINESS:**

1. Tour I automation from P-1. Employees are frustrated because supervisors from P-1 automation are changing the way the mail is processed. The Union would like some cooperation from management when dealing with the situation.

Fred Quillin will get with Rocco and address the issue. Possible service talk with the employees. Denny Cremeans stated that employees are assigned to a specific machine at the P-1 and the Main Office employees want to rotate. Rotation started on 1-7-02. Rotation is now occurring. Union stated Supervisor Pam Bronson is performing craft duties. Fred Quillin will see Rocco about her performing craft work.

2. On the job trainers need to be rotated on an equitable basis.

Tour III automation will ask Al Hall to address and get a report.

3. Heat at the P-1 is turned off at 3:30. This is causing problems.

Heat system is on an automatic on/off mode. 67 degrees on...69 degrees off. Management is not aware that anyone is turning it off.

4. No maintenance supervisor available for P-1, tour I and all tours on weekends.

John Peters stated that he would be happy with another supervisor however he can not get the staffing package approved due to the fact that the P-1 and the main office are under the same finance number. No projected date to consider the facilities with separate finance numbers.

5. Step two representatives should have full authority to settle grievances. It appears maintenance step two representatives do not fully grasp this concept.

A step two meeting occurred with Marv Branch. Marv stated that he was willing to settle the grievance at step two but wanted to go get permission to settle. Maintenance Craft Director Myszka said that step two representatives for the Postal Service have the authority to settle grievances at their level and should not seek permission to settle. John Peters said that Maintenance Craft Director Myszka was 100% correct and will address the issue with Marv Branch. Marv says he will only address issues at the step two level with the Craft Directors and not other duly authorized step two Union representatives. John Peters stated he would talk to Marv Branch.

6. Incident on New Years Eve day on the window.

The Main Office Windows were scheduled to close at 3PM on New Years Eve day. The P.O. phone operator was not informed of this fact. This was a day that business customers needed 12-31-01 postmarks on tax forms to be timely. Mark Maciejewski and Oleda Kellogg did not think about the tax issue prior to setting early closing hours. Gina Haisma continuously opened the locked doors to the window area to accommodate late arriving customers. This resulted in window clerks being ordered to stay later and some lost early dinner reservations made well in advance for new years celebrations. Mark stated that proper hours would be posted to accommodate customers on 12-31-02.

Clerks are not being used on the front windows at heavy volume times. Customers stood in line for 20 minutes with empty windows and available clerks on the workroom floor. Mark said he would talk to Oleda to properly staff the window.

7. Smoke hut at P-1 is in need of repairs.

Big holes in roof of shack. Bill Scutt suggested putting new roof on shack with pole barn steel and installing a heater. Ice is forming and causing problems. John Peters will address it.

8. Bathrooms at P-1 are in bad condition.

John Peters questioned Scutt as to what specific is bad. Scutt stated that toilet stall in bathroom off of dock area has been broke since June. Bill said that Jane S. forgot to order parts. Stench is bad. Possibly due to sink coming away from the wall. Asked if it was possible to steam clean it. Cleanliness is an issue in general. John Peters will address.

9. Clerks who have their bid jobs abolished are no longer qualified to perform the duties of their previous positions.

Scheme clerks abolished but clerks are still being utilized in scheme work. Issue on flat sorter and scheme clerks. Problem is "in general" for all abolished

positions. Fred Quillin is aware clerks were scheduled to perform scheme jobs and is unsure if scheme jobs will be posted for bid or not. If scheme work is

needed, jobs should be there. Fred will get with Allen Rowe to get Union updates on future changes. Will set up something for next week.

10. Confidential information being sent VIA email.

Mark Maciejewski will contact Barb Kiehborth.

**Off The Agenda:**

11. Attendance Control to move into existing break room?

Idea was kicked around. No move is scheduled at this time. Sam will contact Union on new developments.

12. P-1 employees told to wait two hours to see a steward.

An employee waited three days to see a steward. Bill Scutt to get with Denny C. and address issue. Denny had a talk with supervisor Darlene however the Union states that nothing is getting done with her.

13. P-1 casual employees are getting more time than the PTF's on Tour I.

Denny C. to address and follow up on this issue.

14. Employees at the P-1 facility are being directed to go to the Patterson Carrier Annex to work mail.

Fred Quillin will check on this.

15. Employees are being forced to go to work at different stations and told to use their own personal vehicles. Cheri Forrest at the P-1 is giving direct orders to employees.

Denny Cremeans to check it out.

16. More first class mail at the P-1 than anticipated. Will more jobs be posted to process it?

Fred Quillin stated that new jobs are not planned; he anticipates a drop in volume in first class mail at the P-1.

17. Supervisor Holbrook seen loading mail into his personal vehicle. Is this an on going occurrence?

Fred Quillin stated that it is not an ongoing occurrence. Told Union to file appropriate grievances if violations occur. If violations do occur, Union states it should be settled at the step one level.

18. Modified workweek (10/4). Union asks management to be aware that National Agreement permits it in local negotiation and that the Union thinks that it worked out very well during the pilot program initiated a few years ago.

Mark Maciejewski agreed that the 10/4 workweek worked out well at the Northwest Station when he was station manager. Management will consider it.

19. Upgrading Level 4 Mail processing clerks to Level 5. How soon can it be implemented here in Grand Rapids?

Denny Cremeans will address this.

20. PTF's and casuals are scheduled with weekends off on Tour III at the Main Office. This is on a continual basis. Jobs should be posted with Sat/Sun off and the jobs with Tues/Weds should be abolished.

Fred will check with Rocco on grievance settlement.

21. The door to the maintenance supervisor office at the P-1 has been switched with the door that was on the door to the compressors. The current door is a solid one with no windows on it. Concerns about employees being uncomfortable being in the office with no window.

John Peters will have door changed.

22. Employee at P-1 submitted for a light duty assignment. There was a delay in allowing her to report back to work. Medical Unit cleared her to come back but was not allowed back on the floor. Supervisors stated Medical Documentation was not complete.

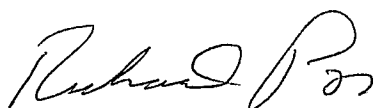
Denny Cremeans will check it out.

23. Union asks that the newly elected Vice President be allowed the same time off the floor as the former V.P. to assist in the Union office.

Will work with Frank Kloska and Allen Rowe to work out details.

Next Labor/Management meeting scheduled for 2-21-02 at 10:00 AM, Room 304

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Richard Page".

Richard Page  
Executive Vice President

CC: Ray Novakoski  
William Scutt  
Jim Myszka