

# Western Michigan Area Local American Postal Workers Union, AFL-CIO

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**RECEIVED**  
APR 17 2002  
CUSTOMER SERVICE PURCHASING

**WMAL-APWU  
Grand Rapids Installation  
Labor-Management Meeting  
March 22, 2002  
10 AM**

**RECEIVED**  
APR 17 2002  
**G.R. P & DC**

Present:

Union: Ray Novakoski, Richard Page, Bill Scutt, and Jim Myszkka

Management: Sam Leone (in and out of meeting), Dennis Cremeans, Theresa Smith, Jerry Clishe, Mark Maciejewski, Fred Quillin (late).

## Old Business

1. Were there any questions or concerns regarding the February 2002 Labor/Management minutes?

No questions or concerns regarding the February 2002 Labor/Management minutes.

2. Update on 70% payment on grievance settlements not paid within 60 days. Dennis Cremeans to address.

A meeting will take place next week with Barb Kiehborth, an accounting representative, Richard Page and Dennis Cremeans to work out payment procedures.

3. Update on Holiday lists for stations and branches being posted properly. Station Managers have been contacted. Sign up lists for holidays will be posted for each station and branch.

4. Update on Management position on FMLA request and written status not being given to employees within 2 days.

Management position is that an oral or written response is sufficient within 2 days.

Confirmation shall occur no longer than the following payday. Sections 825.208 and 208.208.2 of the FMLA handbook were cited as references by T. Smith. The Union disagrees.

5. Update on unencumbered employees not being notified of an assignment area. Fred Quillin to follow up.

Fred called Labor Relations. Labor informed Fred that unassigned employees should be assigned to an area. Problems still exist. Overtime issues involved.

6. Update on 1260's in PSDS being inputted on a daily versus a weekly basis. Fred will talk to Bill S. and address.

Sam will talk to Bill Skibinski to make sure he is checking the 1260's more closely. 1260's will be sent in on a daily basis

7. Update on notice being put out by Fred Quillin on craft employees inputting TAC information with permission from supervisors.

Fred Quillin has done this via CC mail.

8. Update by Don Horton to discuss need for replacements for General and PEDC clerks. Mr. Horton was not present. Sam Leone will follow up.

9. Update by John Peters on unreasonable schedule change policy at P-1.

M. Blundell feels that the policy is not unreasonable. Sam Leone stated that each schedule change should be considered on it's own merits and will have the Maintenance Manager change his policy of only allowing 4 schedule changes a year for no more than 1 hour.

10. Update from Fred Quillin on clarification from Sam Leone on early out policy.

Sam Leone will sit down with MDO's and develop an overall early out policy.

11. Update from Mike Chrisman on talk to supervisor at P-1 on informing employees that their names are removed from holiday list to avoid penalty payment.

Sam will address this issue with Jerry Clishe and Mike Chrisman.

12. Update from P-1 on contacting owner to pave sidewalk by "smoke shack".

Mike Blundell contacted owner of building and was told that sidewalk was not going to be installed. Sam will talk to Mike Gordon and address issue.

13. Update from Mark Maciejewski on discussion with A. Dallas on continuous calls about long lines at the Northeast Station.

Mark Maciejewski talked to Andrea Dallas (Mgr. Northeast Station) and she stated that WOS report shows that nothing has changed. Long lines exist everywhere. Union stated that unqualified people were being utilized on the window and that they should not be performing transactions after being excessed out. Employees cannot be held accountable for errors.

14. Update from Mark Maciejewski on Acting supervisors in CFS seeking permission from Deb. Anne Signor to approve emergency annual/sick leave.

Mark Maciejewski discussed issue with Debra Anne Signor and Darren and stated that Darren needed to "step up to the plate" and start making his own decisions

15. Update from Mark Maciejewski on why supervisors in CFS can't do attendance reviews.

Mark Maciejewski stated that supervisors could do reviews. Union reiterated that 204-B's are still being used to perform reviews even though heavy workloads remain in unit causing additional problems. Issue still not resolved.

16. Update and response on employees being denied annual leave when no one else is scheduled off.

Individual cases in mail processing should be forwarded to Jerry C. at the P-1 and Fred Quillin at the main office. Customer Service cases to be addressed by Mark Maciejewski/Kim Goebel.

## New Business

1. Update on Main Office, is Management in negotiations to sell property? What's the status?

Negotiation is ongoing. A new facility is preferred by the airport. Update in 30 days.

2. Begin tour times for CFS changed to Tour 3. Why are so many starting at 0900?

O.T. in unit drying up. Schedule changes are for heavy periods only.

3. Parking at P-1. There are "no parking" signs posted by bays 9-11. Management enforces the policy for MVS drivers but not for Roth drivers.

Sam Leone asked Jerry to monitor situation and address. Roth drivers to be required to wear their ID badges.

4. Why can't more jobs be posted with weekends off?

Management looking into realignment of positions. No weekend off positions in near future but possible after reviewing data. Union stated that data was reviewed and need for weekend off positions exists.

5. Bread carts in automation are in need of repair and there is a problem with the numbers on them.

Fred Quillin is aware of the problem. Most defective bread carts are from the Annex. A lot of the bread carts were red tagged causing a shortage. Art will get with Rocco and address issue. An inventory of bread carts will be taken.

6. Non-scheme clerks being used to sort mail in the scheme area with the VSM system. VSM will be sort preference in the future. Current numbers show VSM clerks sorting at the same rate as scheme clerks, 400 per hour. Expectations for VSM clerks are 400-600 per hour. When scheme jobs are vacated, VSM duties will be posted to replace them.

7. WOS reports being sent to Suzanne Kozloski from every station. Is it management's intent to abolish or excess additional employees?

Management will assess reports and make necessary adjustments. Union asks that data be forwarded from the first and third week instead of the second and third week of window operations in the stations and branches to reflect a truer average.

8. Problems still occurring on releasing stewards for duty time.

Sam asked Jerry C. to get with Bill Scutt and address issue. Supervisor to give the stewards an idea of mail volumes. Sam asks that the supervisors "work with" the stewards. Dennis Cremeans to address individual issues.

9. Management participation in Labor/Management meetings.

Sam stated that he is in charge of 6 plants and not always available. Will try to be at scheduled meetings if possible. Kim Goebel asked that meeting be rescheduled if needed. Union agrees to reschedule if she will show up. Union feels that the Postmaster and Plant Manager are needed to clarify positions.

10. Associate Office employee working in Grand Rapids Installation when GR PTF's hours are being cut to 3-5 hours per day.

Fred to check with Allan Rowe.

11. Darlene Vanderkolk dealing with issues on Tour 3. Union asked to be involved with said meeting.

Sam Leone will discuss with parties involved and address.

12. Unassigned employees still working the jobs that they were excessed out of on a daily basis. Jobs should be posted for bid. T-2 FSM 1000, T-3 FSM 100. Jerry C. and Bill S. to address.

13. Computer bidding. How much time is allowed. Problems at P-1, T-3.

Dennis Cremeans feels that 20-30 minutes is adequate.

14. RI-399-improper settlements. Sweeper issue on SPBS's.

Jerry will get with Bill and address.

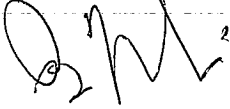
15. Clerks at P-1 being told to change inputs for hours allotted for operations at the P-1. Jerry Clishe stated that employees would not be disciplined for following instructions from supervisors on adjusting hours in to computer.

16. P-1 tour 3 Maintenance supervisor Sally Baranowski raising her voice and stating that P-1 custodians are worthless and "pieces of shit".

Mike Blundell to address issue with Sally.

The meeting ended at 12:50 PM. The next scheduled meeting will be at the time set forth in the Local Memorandum Of Understanding.

Respectfully,

A handwritten signature in black ink, appearing to be 'Ray Novakoski', with a small '2' written above the end of the signature.

Ray Novakoski  
President, APWU-WMAL

CC: File  
William Scutt  
Jim Myszka  
Scott Larabel