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FEB 13 2003

G.R. P & DC

Labor/Management Meeting Minutes
01-21-03

Present: Management:
Fred Quillin
Kim Peters
Dennis Cremeans
Don Hooker

Union:
Ray Novakoski
Richard Page
Jim Myszka
Bill Scutt

Old Business:

1. Were there any concerns or questions in regards to the July 2002, Labor/Management meeting?
No concerns or questions.
2. Management was going to look into a policy of replacing the APWU president when he is on extended leave. Is there an update or decision on a policy?
Management will address.
3. Update from John Peters on contract drivers being made aware that ID's were to be worn at all times at postal facilities.
John Peters is working with Mike Gordon on this issue. ID's will be addressed in general. If violations occur, call Mike Gordon.
4. Update from Daryl Rocco on supervisor D. Brenner threatening PTF employees that they will be assigned downtown if they file grievances.
No response. Not aware of any current problems.
5. Update in regards to the Bull-Pin on Tour 1 being staffed by clerks and then by mailhandlers.
Fred Quillin will have Dennis investigate. He will get with P-1 Union steward Bruce Barnard.

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POSTMASTER
GRAND RAPIDS, MI

New Business:

1. Employee emergency phone line – supervisors not logging calls or giving messages. Had a call for an employee, supervisor on Tour 1 said that they did not know employee and never attempted to page him. His son was in an auto accident. Cat Beemblossom was going to get with MDO to try to correct. Fred Quillin will address this. All emergencies will be directed through the Attendance Control Office, coordinated with Anna Armstrong. P-1 will be included in this plan.

2. Does the P-1 have separate personnel files on employees?
Fred Stated that if they do, they should not. Separate files are kept in the General Clerk office. General files should not be kept. Dennis Cremeans will look into this.

3. Work release programs for employees, will management participate?
Plant will not participate. Customer Service will look into contract and evaluate.

4. BMEU plant loads. Why is overtime given instead of using the later people?
Most of the overtime being issued is from 4-6 PM. Windows need to be staffed. Plants with plant loads want people there from 4-6 PM.

5. BMEU. Higher-level 6 job assignments were offered to senior employees, now they are mandated to work instead of deferring to a junior employee who wishes to be assigned the position. Why the change in policy?
Administrative decision. Old policy may apply.

6. What is the new form being used for political mailings?
It is basically the same form. Minor changes to better identify mailings. No breaking down of skids is needed.

7. Why are employees who are on schedule changes being allowed to work overtime at the P-1, T-1?
This should not be happening. C.J. Alred is allowing schedule changes without a stewards' signature. Grievances will be filed. Mail handler stewards are signing clerk schedule changes. Fred Quillin will address this issue.

8. Can management equalize PTF hours?
Management can equalize within reason. If PTF's are on different tours, it's harder. Unless special skills are needed, hours will be equalized if possible.

9. When will the constant errors of employee's paychecks stop and what is being done to correct it?

Telecoms occur everyday to eliminate errors. TACs errors addressed. Problems should be under control. A computer program is coming out to better identify reasons for errors (electronic pay).

10. Can the employees get an emergency phone line at the P-1?

Referred to #1.

11. Why is only one Union steward being allowed in the Union office at the P-1 on T-1?

Operational issues may dictate steward time. Only one steward will not be enforced or be the policy.

12. We are having a continuous problem with stewards being released on T-1. Why?

Dennis will look into this.

13. Problem with FMLA notice. The two-day requirement is not being done in writing or verbally anymore. It takes weeks now to be notified if more or any documentation is needed.

Fred Quillin will look into this issue.

14. Why are letters of warning being issued to employees on Tour-1 before a discussion is given?

Cat Beemblossom sees LOW's for attendance. Dennis does not see them at Step 2. Dennis will look into this. Discipline will be issued according to the contract.

15. East Paris office- staging of DPS mail. That assignment should be done by the clerks the same as in other offices and downtown.

Kim Peters talked to Allen Rowe. Staging trays are being ordered for each office. Equipment shortages will not allow additional APC's for staging mail.

16. Why are carrier supervisors going through mail for CFS and pulling out bad mail? This is clerk work.

Management claims that the pulling out of mail and returning it to the carriers is a quality check. Zone 3 and 7 carrier foreman are going through the mail daily. Mail volumes will drop when PARS comes in.

17. Service talks on T-3 are unorganized and at times no interpreters are present. Why?

Service talks are provided on Tuesday and Saturday on a weekly basis.

Interpreters will be provided at one of these talks. Pay locations are so big that some talks will be split up. Management is to work on getting them more on a scheduled basis and is using an interpreter out of Lansing, MI because of issues with charge card payments.

18. Need to discuss safety issues in automation. Storage of mail, pinning employees in area with equipment, disregard for safety taped areas and pulling instead of pushing APC's.

Ray Novakoski will provide Fred with the names of T-3 supervisors who direct employees to violate safety rules.

19. Why is the red room job being backfilled by a T-3 employee?

Fred Quillin will talk to Mike Chrisman and address.

20. Multiple holiday lists being posted at P-1. Specifically, in the flat sorter area. This is causing confusion and employees are signing multiple lists.

Fred Quillin asked the Union to come up with a sample sign up list to consider.

21. CFS. Employees are being paged on the intercom and supervisors are intercepting them and stating that employees are not available to talk. Some pages are of legitimate concerns. Some employees are allowed to answer a page and some are not.

Employees are not to be paged in CFS. Union will get specifics.

Additional New Business

22. Management is forcing T-3 employees to stay OT instead of using T-1 OT listers.

Additional jobs will be posted for T-3. This should alleviate the problem.

23. When will vacancies be filled by the unassigned? There are approximately 47 in Customer Service and P&D.

Marv Branch was filling in for Rhonda Riester who was monitoring the vacancies, check with him.

24. Mail handlers are traying up mail in the Automation area that the clerks used to do.

Mail handlers should not be in the Automation area. They belong only in the 010 and 020 areas.

25. Can we get an automated teller at the P-1?

Grand Rapids Federal Employees Credit Union is not interested. Bill Scutt will check out other options.

26. T-1 at the P-1 is not allowing a one-hour notice for OT (D Brenner)

Fred Quillin will look into it.

27. Additional panels for the Union office at the P-1 are needed.

Fred Quillin says no plans on new panels, but he will check into it.

28. Mike Smith calling employees at home.
Fred Quillin states that he should not be doing it. It is not an issue

29. Information requests... Union states that the request should not have to be formal if the information is readily available to the supervisor.
Supervisors have an opportunity to ask for a formal request. This will be an issue at the next management staff meeting.

30. Alternative stewards not being allowed to see employees.
If the regular steward is not available, the alternate will be used.

31. Mail Processing Clerks are to start the machines, do sort plans, do reports, etc. per new job classification and position description. Supervisors are now doing it. Fred Quillin has an issue with it. Disagrees with the Union. Union states for him to take it up with Postmaster Potter because he OK'd it. The Union just wanted to give management notice because we will start filing the necessary grievances.

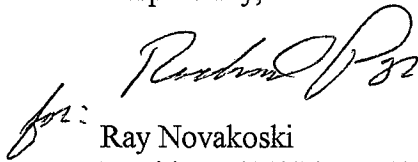
32. Amway dues are being stored in parking spots in the basement.
Fred Quillin will address it.

33. Additional staffing is needed at DBCS machine due to increase in productivity and speed of machine.
Fred states no additional staffing will be allowed.

34. Merlin machines at BMEU and plants will need maintenance 4 hours per month. There are current problems in starting up the machines.
Management is advised.

35. Any word on Plant Consolidations?
No word. No recent word on CFS consolidation. The Postal Service is considering a move. It is going to happen, but not within 60 days.

Respectfully,


for: Ray Novakoski
President, APWU-WMAL

CC: File
Bill Scutt
Jim Myszka
Scott Larabel
Richard Page