

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

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Fred Quillin: Acting Plant Manager
Kim Peters: Postmaster

Labor/Management: Agenda Minutes for 3-19-03

Old Business:

1. Were there any concerns or questions in regards to the January 2003 Labor/Management meeting?
No concerns or questions.
2. Update from Dennis Cremeans on personnel files on employees being kept at the P-1.
Files have been moved to the back of the General Clerk's office. Management states that the files contain discipline records and other personal notes from supervisors and they feel that this is not a violation. The Union disagrees and will take appropriate action.
3. Update from Customer Service on work release program involvement.
Postmaster would like to see a contract. Bill Scutt will provide it to her.
4. Update from Dennis Cremeans on problems of stewards being released on T-1.
Darlene Brenner does not remember it being a problem. If a steward needs to talk to another steward in regards to a grievance investigation, it will not be a problem.

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5. Update from Fred Quillin on FMLA notice problems.
Fred deferred issue to Theresa Smith who stated she was not aware that employees were not being told to bring in documentation for FMLA absences. Discussion on having all supervisors in Time and Attendance apply rules in a consistent manner.
6. Update from Fred Quillin on supervisor Brenner not giving employees a one-hour notice for overtime on T-1 at the P-1.
Not addressed.
7. Update from Fred Quillin on Amway dues taking up parking spaces in the basement.
This is a seasonal problem. Union made management aware that this issue will be compounded when the resurfacing of the upper back dock begins and all employee vehicles will be assigned to the basement. Management will take this under advisement.

New Business:

1. Discussion on Union officials entering postal facilities.
Fred Quillin stated that Tour MDO's are not installation heads and that the Union should contact the installation heads in advance when possible. Fred Quillin stated that he gives the APWU President or his designee "carte blanche" when entering any facility or branch but no other Union official. The Union asked Mr. Quillin for his cell phone number so we could get it to all stewards who will need to contact him so as to do their investigations. He declined. The Union reminded him of the signed LMOU allowing Union officials into installations by making their presence known. He disagreed with our interpretation.
2. MVS runs. Is there any changes occurring with MVS jobs?
Management is doing a study on MVS. Fred Quillin expects changes. There will be an impact on the Craft. The Union stated that decisions need to be made soon so the MVS craft members can plan annual leave. Leave is currently being denied pending the outcome of the "study".
3. Clerk/Messengers. What is going on with the clerk/messenger positions? A study of their jobs occurred a while ago, what is the impact? Why hasn't the Union been provided the information from the study?
The study of the clerk/messenger positions is not complete. Phil Roth stated he has had two meetings with the clerk/messengers. Management is looking into allowing private contractors to deliver Express Mail to the Grand Rapids, MI stations and branches by 8:30 AM to expedite delivery by carriers.
4. Pool clerks. Why are the pool clerks being assigned as relief or PTF's as far as scheduling goes? Why isn't the LMOU being followed?
Main problem is at Wyoming and occasionally at Northeast. Kim Peters will look into this and address the problem. Pool clerk will no longer be assigned to the AMF to work the states/standard mail. They will be assigned to the P-1. States standard mail will be sent to Traverse City, MI for processing because they have clerks on operation 340 (stand by) because of lack of mail.
5. Why are we losing weekend jobs on T-3 at the main office?
Administrative decision.
6. When will the nixie/postage due clerk job be put back on days?
Currently 40-50 half trays of mail backed up. Mike Chrisman will revisit this issue and see if T-1 and T-3 can clear the mail.
7. Who will back up the "Red Room" clerk on his days off on T-2?
Mike Chrisman will address this issue with the Union. Linda Jones has stopped allowing a T-3 employee a schedule change to cover this absence.

8. Can we get additional jobs on the LCTS downtown as some clerks operations were moved to that machine?
Fred Quillin has no plans to post additional jobs. If RI-399 dictates that jobs should be posted for clerks, he will post jobs for clerks.
9. Status of the moving of the FSM's. Will our maintenance employees do it if it moves?
Maintenance will not be moving the FSM's in the event they need to be moved. Art Hotchkiss Jr. stated that the maintenance employees do not have the expertise to perform the task.
10. When will the new LCTS be installed at the P-1?
May 2003.
11. Have our maintenance employees been trained for the LCTS?
Fred Quillin states that maintenance employees have been trained for the LCTS. The company who installed the machine trained the maintenance employees though the quality of the training is in doubt.
12. Information requests. Why is the Union still being required to submit a statement from employees for medical information that pertains to a grievance when handbooks state it isn't required?
Management stated that this should not be happening. They agree that management has no right to withhold this information. Dennis Cremeans will send a letter to Human Resources to inform them of violations by S. Surrell and will get this issue resolved.
13. T&A. Employees should not be required to submit documentation for periods of 3 days or less. The requests for documentation are still not specific. When an employee is absent for 3 days, pay is held until documentation is provided. Why? Time and attendance is sometimes very specific and sometimes not specific at all when requesting documentation. Management will reiterate policy from Barb Kieborth to T & A. Each call is on a case-by-case basis. Documentation requests are based on the employees 3972. T. Smith will inform supervisors in T&A that because of massive job changes, employees do not have consecutive days off so most of the time when an employee calls for leave, it is in conjunction with a day off and that should not be used against them.
14. MVS. When a MVS employee calls T&A to inform them of an absence, the MVS manager then requires them to call the VMF and inform him also. Why?
Issue has been discussed and resolved.
15. PTF's not getting 40 hours a week when FTR's (listers and non-listers) are being given overtime at the P-1.
Management is advised.

16. SPAB's pull downs are now being assigned to Mailhandlers. This is a unilateral change.
Cheri Forrest stated that clerks are still assigned to pull downs. Management also assigns Mailhandlers to pull down per RI-399.
17. A T-2 clerk at the P-1 is transporting first class mail on a daily basis to stations and branches. This is MVS work. Why aren't MVS drivers used?
Management is advised. Union will take appropriate action
18. NE station. Why are the customers who are there for pick-ups being forced to stand in the long lines instead of simply ringing the bell for service at the service door?
The service door is open during peak hours. When more than 6 customers are in line, lobby sweeps occur. APWU states that lobby sweeps are a clerk function. Management disagrees.
19. Update on sale of Main Office.
No update. Nothing to report.
20. Sally Baranowski is circumventing safety directives and retaliating against APWU representatives on the committee.
Mike Blundell will address.
21. Instructions to send Step 2 appeals and information requests from the Maintenance Craft to Mike Blundell. Is this a change in policy? Do we have anything in writing to clarify this change?
No change. Continue sending all appeals and information requests to Plant Manager.
22. Why is Sally Baranowski threatening employees with arrest for not providing medical documentation?
Dennis Cremeans will address.



Ray Novakoski
President WMAL-APWU