

LOCAL 94 EXECUTIVE BOARD MEETING MINUTES 4/03/2002

Executive Board members present are Bob Seal (Pres.), Jay Greenberg (VP), Stacey Madson (secretary), Sue Whited (treasurer) Bob Knighten (at large), Bill Lattin (past president).

Business:

Treasurers' Report:

Sue gave an accounting of funds that are presently in savings and checking accounts as well as the amount presently in a matured certificate of deposit (cd). Sue is investigating whether the amount in the mature cd would receive more interest in the regular savings account or in another cd. She will report on her investigation at a future executive board meeting.

Local 94 finalized name changes authorized to sign checks on behalf of the union. Those authorized to sign checks for the union are Bob Seal, Jay Greenberg, and Sue Whited. All union checks require two signatures.

Sue is finalizing the required Department of Labor annual report of Local 94 that must be submitted soon.

Secretary's Report:

Elections Issues: The upcoming general membership nomination meeting for union officers is scheduled for May 16. The meeting location is yet to be determined. A letter announcing the meeting will be sent to current union members within the next few weeks.

Update of an accurate Local 94 membership list is progressing. That updated list needs to be provided to IFPTE national offices as well.

Active Grievance Status

Management has denied the active grievance. The grievant has been informed of management's decision and is considering further options. A response to management is required by April 11 in order to continue the grievance further. The chief steward (Jay Greenberg) will discuss the matter with the grievant prior to 4/11 to determine if additional appeal and action is warranted by Local 94.

Remote Worksite Allowance:

Bob Seal reported on discussions relative to the amount of reimbursement available due to the remote location of the INEEL. Remote site pay has been set at \$5.00/day by management. Management has agreed to provide (@ ID's expense) bus passes for all federal employees with Scoville identified as their duty station (the bus pass is equivalent to \$3.00/day). In addition, each employee is entitled to the balance of \$2.00/day (provided they opt to use the bus pass, total reimbursement being \$5.00/day). An employee stationed at Scoville may opt to receive the \$5.00/day with the understanding that he/she would then be required to provide their own transportation to the site. A group of employees may also choose to establish a qualified van pool in order to transportation requirements for reimbursement because of the remote location of their duty station. An appeal for an additional \$.50/day was requested from management

because of the need during parts of the year for travel on icy roads, rerouting due to road closures, additional time spent on the bus due to weather conditions, etc. Management has denied that request. However, the specific ruling under OPM indicates that an additional inconvenience due to inclement weather, travel conditions, travel time, etc. may be considered for additional reimbursement. Local 94 has asked management to reconsider the \$5.00/day amount based on the additional information that was not presented during the negotiations.

Secretarial Grade Issue:

DOE-ID Human Resources has completed the desk audit of the ID secretarial positions and is preparing a proposed plan for grade designations for presentation to the Senior Leadership Team on 4/8. HR has agreed to provide Local 94 with the results of the desk audit and will share the proposed plan with Local 94 following presentation to the SLT.

Smoking Policy:

Sue presented a draft policy for our review and comment. Discussions were held regarding specific details of the proposed policy. The Local 94 president was scheduled to discuss the policy and concerns with several union members following the executive board meeting.

Outsourcing Initiative:

Discussed concerns relative to recent announcements from DOE-HQ regarding a study for outsourcing of work presently being performed by federal employees. Local 94 feels it appropriate for union representation at meetings to be held in the very near future in Washington, D.C. but is concerned over the matter that any union member included in the evaluation must be sworn to retain any information gathered until the process is complete and the report is finalized. Local 94 is attempting to determine if a member would have the interest and be able to commit the time necessary to participate on the outsourcing initiative (possibly a 2-3 year process with ~ 2 meetings/year).

Reasonable Accommodations for Individuals with Disabilities:

Discussed interest in negotiating an MOU with management based on comments received by union member relative to implementation of the Americans with Disabilities Act (ADA). Local 94 felt it was not necessary to negotiate an MOU since management was already required under the ADA to provide reasonable accommodations for employees with disabilities.

Office Space Policy:

Discussed whether it would be appropriate to reopen the MOU with management relative to allocation of office space. Discussion was focused on the priorities for how office space is allocated at the present time. Some issues may be appropriate to discuss with management but such initiative was put off to a future date by the executive board.

ID Travel Arrangement Policy

Discussed apparent requirement for employees to use Global Travel for all travel arrangements. Some employees like to make some of the arrangements (hotel, rental car, etc....) without a travel broker's assistance. Some employees have been *told* that all arrangements are to be made through the travel broker currently serving DOE-ID. Investigation will be made to determine if there is a *requirement* to use the broker or if the employee can make arrangements independently. Determined to conduct the

investigation with no action further for the time being. Discussion was also engaged in relative to a rumor indicating that as of July 1, secretaries will no longer be providing assistance in making travel arrangements for ID employees.

Team Leader Issue:

Discussed the impact of proposal to adjust the ratio of employees to supervisors (HQ initiative). The proposal appears to be one to eliminate branch chief positions but to have the former BC continue to perform nearly all the functions except those required of management personnel. This initiative appears to impact the number of personnel eligible for bargaining unit status

Partnership Council:

Recent discussions with management representatives have been encouraging. Indications are that management is interested in cooperating and compromising on appropriate issues.

Other Business:

Discussed recent feedback from former union members relative to the bus pass issue and the suggestion for Local 94 to communicate more with union members. Comments were positive in that the union has taken the comments in a positive manner and is doing better in communicating and in conducting business appropriately with management.

Discussed investigating to see if Grand Junction, Colorado federal employees at the DOE Project Office there might be interested in petitioning for inclusion in Local 94. It was felt that the management team that makes decisions affecting the GJPO are the same management team that Local 94 interacts with. Official IFPTE contact will be made with personnel that would likely be eligible for bargaining union status.

Meeting adjourned at 2:45 PM.