



Interoffice Memorandum

Date: May 25, 2010

Subject: Labor/Management Team 03/30/10 Meeting Minutes

To: Labor/Management Team

From: Mylynda Shaskus, Ohio EPA, Division of Surface Water

March 30, 2010, remote meeting, 10:00AM-12:00N

Attendees: Mike Bolas, Craig Butler, Heidi Griesmer, Kelvin Jones, Julie Methena, Ken Mettler, Nita Nordstrom, Natalie Oryshkewych, Craig Rehkopf, Mylynda Shaskus, Dave Sholtis, Donna Waggener, facilitator Alauddin Alauddin, guest David Long (OCB)

Absent: Deborah Bailey (call-in difficulties), Ryan Sarni, Mike Sherron

Agenda

- 1) Identify Action Items/DecisionRecorder
- 2) Review Minutes/Action Items/Agenda
- 3) District-specific Employee Support issues
- 4) Remote meeting options
- 5) Subcommittee reports
 - a. Policies
 - b. Incentives
 - c. Contracting
- 6) Policies update
- 7) Other business
 - a. District L/M training
 - b. Overtime roster
- 8) Set next agenda

- 1) Roll call was taken. David Long from OCB sat in for Ryan Sarni, who was absent. Donna agreed to record the action items. The agenda for the meeting was reviewed.
- 2) No one had any comments on the minutes from the February meeting. It was asked if the action items could be included as part of the minutes. Alauddin agreed to send out the action items in his reminder email before the meeting, along with the agenda and the minutes.
- 3) **February action items** update. Nita sent details of her deposition to the committee. Julie received some non-monetary incentive ideas from the committee. Mike B. agreed to provide a timeline during the Policies subcommittee update. Ryan had agreed to provide the committee with OCB's view on telecommuting, but has not yet. Don had agreed to take comments on

the personal leave policy update. Dave agreed to bring the name of the management interim co-chair. Donna agreed to send out the overtime (OT) list.

- 4) **Ohio EPA L-M post Don Starr.** Before his departure, Don briefed Laura Powell on the LMT committee operations, including the need for an interim co-chair and a new permanent co-chair for management. Don also filled Laura in on the workings of the subcommittees. Karen Haight asked Dave Sholtis to be the interim co-chair. Procedurally, management representation is chosen by the Director's Office. Dave will ask the Director next week about Don's position, as to if and when it will be posted. Will the LMT still have a direct line of communication with the Director? Generally, the LMT is confident that Dave can fulfill this function. Does the bargaining unit co-chair also meet with the Director? No, just the management co-chair does. What about the information that was conveyed between the committee and Bryan Zima and Drew Bergman through Don, will there be follow up on those issues? LMT will need to let the Labor Relations posting situation get resolved before answering, with any certainty, these questions. LMT can express the needs of the committee as they relate to the Labor Relations posting to the Director's office through Dave or OCB. Should we invite the Director to the April LMT meeting? Some say yes, others no. The committee should wait to hear from Dave after his meeting with the Director to decide, but the general inclination was not to issue the Director an invitation, because it seems unlikely he would have time to attend at Polaris.
- 5) **District-specific employee support.** What should LMT do with the information from the emails regarding employee depositions? The chain of command in regard to depositions was established at the last LMT meeting. Can we get a News Source article on the subject? Bryan was going to add the topic to new employee orientation – LMT should check with him on that before he retires in the next year. The deposition information should also be added to OES/and or Legal's website. Craig B. agreed to shepherd this process to get these action items done.
- 6) **Remote meeting options.** The committee still has the video conferencing option, but when more than two locations are involved there are still sound quality issues. Right now, Webex will not connect with 1-800 phone numbers, only long-distance connections, which needs to be addressed. There may be more video conferencing ability in the future through Webex. The current video conferencing system was used at the Joint Chiefs meeting just between two offices and it worked fine. The districts are getting fiber optic connections that should increase bandwidth soon. The current options involving phones and computers are cumbersome, but we will have to work with them in the short-term. Due to bridge lines and the expense of dialing direct, Deborah seems to have the most difficult time connecting, and at this meeting she was unable to connect entirely. Maybe Webex will fix the problem? Craig R. will set up the next call (in May) through Webex's 800 number, which may work better. Is the committee

losing some of its functionality in not meeting face to face more often? The committee can discuss this at the April face to face meeting.

- 7) **Incentives subcommittee.** The subcommittee met via conference call, and plans to begin formulating questions for a survey to send to the Director's office for approval. The subcommittee will brief the full committee prior to sending the request to the Director's office.
- 8) **Contracting subcommittee.** There was no update for the main committee. The subcommittee will try to meet again before the next LMT meeting.
- 9) **Policies subcommittee.** Now that Don has gone, the policies subcommittee needs to reevaluate what its mission is, and determine its direction with Karen Haight.
- 10) **Policy update.** The draft personal leave policy update that Don had distributed at the February meeting was discussed. Don was supposed to have sent out a copy to the committee electronically but that was not done. Donna will scan in her copy and email it to the committee. The policy has not been posted to the intranet website, no one knew if it was final yet. People seemed to recall that the changes were to bring the policy into compliance with the contract language. Julie will check with Mike Sherron and Karen Haight as to the status of the policy.
- 11) **Other business.**
 - a. District Labor/Management team training. David Long from OCB offered some free, one-day trainings through OCB. LMT has to figure out the logistics on how to get everyone from the districts involved. The trainings are scheduled on demand through David Long, usually a maximum of 30 people and a minimum of 16 people. Julie will talk to Deborah about training options. Does CALMC have a one day training still? People weren't sure. Federal mediation (FMCS) also offers free training, which David Long can also coordinate through Ryan Sarni. David's contact information is david.long@das.state.oh.us or (614) 752-4842.
 - b. OT roster issue. An OT list was distributed to the group from Donna and Mike B., so this issue seems to be finished.

The meeting was adjourned at 12:00 Noon.

Next Meeting: April 27, 9:30 AM, OCSEA-Polaris

Agenda:

- 1) Identify action item/decision recorder
- 2) Review minutes/action items/agenda
- 3) Ohio EPA L-M and the post-Don Starr era
- 4) District-specific employee support issues
- 5) Remote meeting options
- 6) Subcommittee Reports
 - a. Policies
 - b. Incentives
 - c. Contracting
- 7) Policies Update
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 - a. District Labor/Management training
- 9) Set next agenda