

MINUTES

Ohio EPA Labor Management Meeting

[held at OCSEA, Polaris, January 16, 2007, 10:00 a.m.]

Attending:

Deborah Bailey, Mark Besel, Mike Bolas, Craig Butler, Heidi Griesmer, Mariano Haensel, Dave Hunt, Kelvin Jones, Jessie Keyes, Natalie Oryshkewych, Craig Rehkopf, Don Starr and Pat Tebbe. CALMC Trainers and Moderators Jim Cowles and Meredith Porterfield moderated the session.

Excused/Absent:

Ken Dewey , Susie Marshall, Barcy McNeal and Donna Waggener. (Deborah Bailey joined in progress.)

Agenda

- 1 Review Minutes
- 2 Introduction of new Member
- 3 Subcommittee Reports
- 3a Career Path Subcommittee Report
- 3b Training Subcommittee Report
- 3c Sick Leave Subcommittee Report
- 3d Subcommittee Work Time
- 4 Committee Assessment Results
- 5 LMC Web site development
- 6 Status of Additional facilitation
- 7 New business,
- 7a Holiday Pay - Arbitration
- 7b Union Leave log
- 7c Voluntary cost savings / Introduction to Director
- 7d Internal communications
- 8 Confirm/set next meeting date (2/21/07), location, agenda and lunch options

We briefly delayed the start of the meeting owing to the absence of members. There was brief discussion as to traffic and competing demands, including the implementation of the "OAKS" system. There was some "jumping about" of the items discussed.

1. The minutes - The November 14, 2006 minutes were reviewed and approved with minor tweaks.

2. Introduction(s) - Natalie Oryshkewych, Environmental Manager in DHWM-NEDO, joined the group. Members familiar with Natalie started introductions. Natalie expressed her enthusiasm to participate and provided additional background, including her CALMC training. All self-introduced and welcomed Natalie.

3a. Career Path Subcommittee Report - Members reported that they had limited interaction in the recent months, but recapped that there was agreement that career path was an "all employee" consideration, not on a classification basis. A structure such as that provided by way of the Union Education Trust was possible. (A career counseling type effort is available to OCSEA members.) There was mention of "Auburn Technical School", a Cleveland institution with WFD experience.

3b. Training Subcommittee Report - The team had some difficulties exchanging information including training policies via the Agency e-mail system. Members reported that the basic goal was for all employees to have similar or equitable training opportunities and funding.

3c. Sick leave Subcommittee Report; Committee members collectively reported that there had been discussion with OCB and OCSEA concerning the generation of sick leave comparison data. Some limited data had been developed, but nothing to demonstrate the Agency's relative status among other Agencies or Bargaining Units.

Regardless of what data would show, the group considered there to be three general aspects to the matter:

- Low leave balances; while "low" is not defined, it ultimately becomes a "problem" when an employee gets to or beyond "0" time, due to the initiation of discipline. (There is general agreement that this does not necessarily translate to "bad" employees.)
- Some staff would like a means to offset (while accepting) the 30% penalty. (A means to avoid the penalty, too, remains a part of this effort),
- Unscheduled leave - the surprise "call-offs" is a problem of varying proportions in the Agency.

3d. Committee Work Time - (The committees met separately. Each group scheduled additional efforts prior to the next session.)

4 CALMC Committee Effectiveness Assessment - Jim & Meredith presented the results of our committee's self assessment survey, providing copies of the information to all. The evaluation included 55 items. Committee survey results showed improvement on all items and statistically significant improvement on 38 items. Jim invited any follow-up questions or comments.

(This matter, to further communication beyond "us", the members, is also addressed in New Business and as a homework item - "How should we communicate?")

5 Web site update - Don confirmed that minutes were posted on the Office of Labor & Safety, Labor Relations web site with the help of PIC.

6 Application for additional facilitation; The application to continue facilitation of the effort for five additional, Work Force Development funded sessions had been approved. This was the first of such sessions. There was discussion and general consensus as to the desirability to have additional facilitation options. (There is an apparent short-fall of available, State facilitators.)

7 New business,

a. holiday pay; arbitration decision - Don Star, Agency Labor Relations Officer, shared an excerpt of a January 8, 2007 arbitration decision by Nels Nelson.

There was significant discussion, as the matter had to do with whether or not bargaining unit employees would get holiday pay if sick leave was used the day before or after a holiday. The Agency understood that scheduled sick leave was not the issue, nor subject of the penalty; i.e., no penalty if sick leave was scheduled and approved prior to or after a holiday. Also, unscheduled or “call-off” leave was a non-pay issue if for the complete day prior or post holiday. It was noted that more guidance and discussion would be forthcoming from both OCB and OCSEA. The matter was added as a future agenda item.

b. union leave log form; Don Star, Agency Labor Relations Officer, shared a copy of a “UNION LEAVE REQUEST LOG (for OCSEA stewards and union officials only)”. There was discussion and confusion as to what codes had been and remained available in the Agency’s time accounting system (TAS). It was noted that there was discussion at OCSEA and OCB. Don noted the Agency would be implementing at this time.

c. voluntary cost savings / Introduction to Director- There was brief discussion as to the need to address voluntary cost savings, but given that Director Korleski would not start until February, it was suggested that the matter would be better addressed in March or April. There was also discussion as to if and how to share the existence and efforts of the committee with the Director. It was generally agreed that the matter would be tabled, but some information might be shared via other channels, e.g., OCSEA & LRO.

d. internal communication - Moderator Jim Cowles led the committee in an exercise of silent idea generation as to “what we should be communicating to our constituents” . The list of ideas follows as “Constituent Communication”.

8 The draft agenda for the next meeting, 2/21/07, at Polaris(P), 10:00, is [future dates : 3/27/07-EPA-Laz, 4/17/07- P, 5/15/07-SWDO, subj. to confirm.]

1. Review Minutes
2. Subcommittee reports
 - a. Career Path
 - b. Training
 - c. Sick leave
 - d. Subcommittee work time
3. Union Leave Request Log; Jessie & Don
4. Holiday Pay Arb. (Requested by Mike)
5. Director’s meeting Agenda
6. Communications ** Homework - “How should information (etc) be communicated”
7. Minutes - format
8. New Business Itmes
9. future agenda items
 - a. Voluntary cost savings - March or April
 - b. Meeting with new director
 - c. OAKS Codes (Don - I was not sure if this an aside or agenda item)

Respectfully Submitted,
Mark Besel (finalized 3/1/07)

