

MINUTES –

Ohio EPA Labor Management Meeting

[held at Ohio EPA/Lazarus, Wednesday, February 27th, 2008, 9:30 AM]

Attending:

Mark Besel, Mike Bolas, Craig Butler, Heidi Griesmer, Craig Rehkopf, Ryan Sarni, Donna Waggener, and facilitator, Alauddin Alauddin.

(Excused/Absent: Deborah Bailey, Ken Dewey, Mariano Haensel, Dave Hunt, Kelvin Jones, Susie Marshall, Natalie Oryshkewych, Don Starr, and Pat Tebbe.)

The first order of business was adoption of agenda, as follows:

Agenda [Alauddin e-distributed a two-sided version, this a recap; committee reviewed and adopted.]

- 1 Identify Action Items / Recorder (Mike Bolas)
- 2 Review Minutes/Action Items/ Agenda
- 3 Subcommittee reports
- 4 Communications Report Out
- 5 Sick Leave - Letter #3 (Low Leave)
- 6 Policies Update
- 7 Union Log
- 8 Set next Agenda (April 2, 2008)

1 Mike agreed to recap action items (P.s., See 3/5/08, e-mail.)

2 The 1/23/08 **minutes** were reviewed and approved with minor corrections.

3 **Subcommittees -**

3a **Career Path** - There was brief discussion as to multiple versions of some Tables of Organization (Employee Services vs various Divisions & Offices) and the links to PDs/TOs/ Class- Specs. (The variation among divisions was noted. Some with staff photographs.) The committee noted their letter of explanation was still pending and might be sent as an e-mail or via the "NewsSource". There was a general agreement to reinforce the matter as a committee effort, a "bean" of sorts.

3b **Training** - Members reported a polarization of sorts at higher levels, some desiring specifics with little room for confusion, others concerned by specificity, it being too directive, confining and possibly costly. The specific inclusion and identification of training funding would be a paradigm shift. As it is now, the money in Rod's budget is separate from Division & Office budgets.

3c **Sick Leave** - Again, the second, "70% penalty pending" letter remained on hold pending IT/TAS/OAKS implementation and the "low leave" letter remained on hold pending more complete, expressed bargaining unit endorsement. The BU members noted "our" lack of coordinated feed-back to the committee. There was brief discussion as to the fine line or matter of perspective as to whether communication re such matters was "corrective" vs "disciplinary" or "pro-active" vs "punative". Thought not a discussed committee matter, members noted the revised OES efforts re donated leave, "new" efforts implemented without being shared with the L/M committee. There was brief discussion as to the suspected disparate "yield" of donations, due to the variation in announcement, even advocacy of need. (P.s.; See Don Starr's 3/7/08 e-mail to L/M re the TAS/OAKS annual sick leave use summary which is corrected to the "sick-leave" year.)

- 4 **Communications Report-Out** Members recapped efforts in the last month. Mark noted that the Lazarus Union bulletin board was an apparent collaborative effort, with Glynnda Moore in DSW was among those updating it.
- 5 **Sick leave, letter 3** - Again tabled pending more BU dialogue. General comment that Union members were not averse to it or a similar message to be unilaterally issued by LRO/Employee Services or other management.
- 6 **Policy updates** - Members took issue with the Director's presentation of the **Poll Worker Policy**, as his February 1st presentation inferred significant L/M involvement when such was not the case. Appreciation of the policy was voiced. Documentation "overkill" was a noted objection.

Safety/Workers Comp, Travel for Exempt Employees and Agency Flex hours were noted as recent shared policies. There was minimal if any discussion of Safety, Travel & Workers Comp. There was significant discussion as to what constituted agency "coverage", including the Director's take, if any, regarding 30%. Are field staff "in the field" considered "in"? There seemed to be almost universal appreciation that flex was being implement differently across the Agency. "Woeful inadequacies" were noted in some instances. It was also noted, that with site and technical specialities, it would not be practical nor efficient to strive to be able to immediately answer all questions. In many instances even a reply the next business day should be considered excellent responsiveness.

Post script: The **Safety & Workers Comp** were apparently "**Public Employees Risk Reduction Program**" and "**Workers Comp**." policies shared by Don Starr 2/7/08. Exempt Travel was from Chris Geyer on 2/4/08. I am unaware of the specifics re Flex time. Three others, possibly covered under "Safety" shared via Don Starr on 2/21/08, are "Hazard Assessments for Agency Field Operations", "Occupational Medical Screening and Surveillance Program", and "Field Safety Orientation for New Field Staff". Again, there was no specific review or discussion.

The apparent revised policy, protocol and efforts to notify the Agency of the need or opportunity for **donated leave** was noted. Brief discussion and general agreement noted the disparate results of efforts subject at least in part to the "eloquence of the plea". No concerns were voiced.

While not "policy" per se, issues concerning IT Positions and training and the Agency web resources were noted as well as a pending Statewide IT meeting. An OCSEA/DAS PD review and update effort is possibly warranted.

- 7 **Union Log**; Don was unable to attend and Ryan noted that he and Don had not spoken in the interim. There was discussion as to the extreme sensitivity of the matter, the contract language, and the desire to achieve a win-win understanding. There was speculation that higher levels were ultimately needed and that possibly concerns for correctional institutions (etc.) threatened to interfere with EPA matters.

In the wrap-up, as in the committee meetings, we tasked ourselves to prepare sub-committee reports - a brief who we are and what we have done - with the intent to be combined into a NewsSource article;

- 8 **Next Agenda** (April 2, 2008 at Polaris/OCSEA) :
- 1 Identify action items/decision recorder
 - 2 Review Minutes/Action Items/ Agenda
 - 3 Subcommittee reports (Career path, Training, Sick Leave)
 - 4 Communications Report (our collective homework)
 - 5 Sick Leave, Letter #3 (low leave; BU endorsement)
 - 6 Policies update
 - 7 Union Log
 - 8 Set next agenda (4/30/08 -OhioEPA-Lazarus)

Minutes:

Prepared by Mark Besel (614/644-4834)

Shared draft 3/25/08; accepted 4/2/08; finalized & distributed 4/3/08

MINUTES - condensed

Ohio EPA Labor Mgt Mtg - at Ohio EPA, Wednesday, Feb. 27th, 2008, 9:30 AM

Attending:

Mark Besel, Mike Bolas, Craig Butler, Heidi Griesmer, Craig Rehkopf, Ryan Sarni, Donna Waggener, and facilitator Alauddin Alauddin.
(Deborah Bailey, Ken Dewey, Mariano Haensel, Dave Hunt, Kelvin Jones, Susie Marshall, Natalie Oryshkewych, Don Starr, and Pat Tebbe were excused/absent.)

Agenda (Formatted agenda e-distributed by Alauddin prior to the meeting.)

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| 1 | ID Action items / Recorder | 5 | Sick Leave Letter |
| 2 | Review Minutes/ Action Items/ Agenda | 6 | Policies Update |
| 3 | Subcommittee Reports | 7 | Union Log |
| 4 | Communications Report-out | 8 | Next Agenda (4/2/08) |

- 1 Mike to take and note action items (see 3/5/08 e-mail)
- 2 The **minutes** were reviewed and approved w tweaks;
- 3 **Subcommittees** -
 - 3a **Career Path** - OES and divisions' slightly varying web sites TO/PD efforts noted; additional subcommittee explanation still likely - possibly NewsSource.
 - 3b **Training** - Members reported dichotomy/polarization; some desiring specifics to minimize confusion & ensure implementation, while others concerned that specificity too cumbersome, directive, confining and possibly costly. Inclusion of training funding within offices would be a paradigm shift. (Rods's training budget is separate from program budgets.)
 - 3c **Sick Leave** - The 2nd - "70% penalty pending" letter remains on hold, but IT/TAS/OAKS info summary now operational (announcement still pending). Donated leave announcement protocol revision. Low leave letter still pending w concern as to BU involvement in possibly disciplinary efforts.
- 4 **Communications Report Out** - Members reported varied efforts re communications; to remain ongoing focus.
- 5 **Sick leave letter #3 - low leave** - tabled & pending more BU presence
- 6 **Policy update** - Director's issuance of Poll Worker Policy implied unwarranted L/M imprematur. Affirmation that updated "Safety/ Workers Comp" and "Travel for Exempts" had been issued. Little discussion. There was significant discussion as to Flex and what constituted 30% coverage. No resolution nor recommendations. As post script, three additional policy updates had been shared via 2/21/08 e-mail: "Hazard Assessments for Agency Field Operations", "Occupational Medical Screening and Surveillance Program", and "Field Safety Orientation for New Field Staff". These were not addressed. OES new efforts re donated leave were noted. Considered informative/neutral.
- 7 **Union Log** - brief discussion but no resolution; win-win sought.
- 8 **Next Agenda** The session ended approximately 12:15 after summarizing action items & development of the next agenda: (Again, the next meeting is scheduled for Wednesday April 2, 2008 at OCSEA/Polaris):

1	ID action item/decision recorder;	5	Sick leave letter #3
2	Review Minutes	6	Policies update
3	Sub-committee reports	7	Union Log
4	Communications Rpt	8	next agenda - (April 30 th - Lazarus)

[Minutes by Mbesel, draft 3/26/08, accepted 4/2/08; finalized & distributed 4/3/08