**MINNESOTA SEX OFFENDER PROGRAM**

**AFSCME LABOR/MANAGEMENT MEETING**

**Moose Lake – Admin Conference Room**

**July 2, 2020**

**1:30 – 2:30 PM**

**MANAGEMENT AGENDA ITEMS**

1. **Project Update:** Re-roofing: ahead of schedule. Unit A and B to start next week. Alpha to move to Delta probably Monday.
2. **Transport Staff Schedules:** July 8th back to normal schedules.
3. **Staffing Update:** 4 new hires in July, 1 already for August. Few dead bids.
4. **Petitions:** Staff should feel able to come and talk to admin, (they say) no need for a petition. The compromise in the dining room will be for A Team to conduct random rounds similar to unit staff.
5. **Bag Checks/Contraband**: reminder - lighters, cell phones, cans of stuff, carabiners, flashlights have all been discovered during bag checks. More random bag checks to follow.

**LABOR AGENDA ITEMS**

1. **OT Order of release, inconsistencies:** order of release will be – forces, non security people, then those that volunteered for OT. Cory V will email OD’s as a reminder of that order.
2. **Follow up on pm kitchen shift possible schedule change:** still looking at options.
3. **(Clarifying Question) Employees vacation hours over 275 can request vacation before Dec. 31, 2020 to get below 275, how do staff request days off if vacation calendar is full?:** work with your supervisor.
4. **HSA/A Team (2 week break):** will have supervisors check in with staff for a wellness check.
5. **FMLA leave**: if one is forced, fmla hours will be charged. With 1st watch getting forced multiple days in a row using up approved fmla rapidly. (from HR) as individual cases can show that approved leave can be granted without fmla being used.

**HR AGENDA ITEMS**

1. **Safety Committee:** looking for volunteers, encourage those to volunteer. Notify Erin Monroe or Andrew Cole if interested.