

Meeting Minutes: Moose Lake AFSCME Labor/Management

Date: 12/01/2022
Minutes prepared by:
Location: Admin Conference Room; Vidyo

Attendance

- Art Miller, Jason Anderson, Bill Berthelot, Paul Gammel, Jessica Langhorst
- Ann Linkert-Korhonen, Terry Kneisel, Cory Vargason, Sue Johnson, Jordan Goodman, Lynn Hart

Management:

- December Meeting Minutes: Reviewed and approved.
- Staffing Update: 4 Security Cs starting in Jan Neo, 2 in Feb NEO, still waiting to hear back from a couple of applicants but we are continuing to fill with applicants.
- COVID Update: No new updates -
- Recruitment Efforts: Steve provided additional information to Terry – he is doing similar recruitment activities as was reported to the group last month. We have received the banner for the end of the driveway and will be getting it installed as soon as possible. Please bring recruitment ideas forward to Steve. The union appreciates the work that Steve is doing for recruitment and Terry further acknowledged that Jordan has been helping fill in behind Steve while he has been doing recruitment duties.
- Employee Engagement: Taco in a bag was pretty successful generating some revenue for the employee engagement committee. There is a chili cook-off next week and they will be bringing to first watch too. There is also a popcorn feed that is scheduled. To go boxes will also be available in the future.
- Lead Duties and Overtime: Ann explained that when Leads take overtime for hospital coverage, they are still expected to complete their lead work duties. Management will be having a conversation with the Leads to explain that their lead work duties still need to be completed and that must be taken into consideration when they sign up for overtime.

- Intermittent's under AFSCME contract: We are planning to have a conversation with the intermittent employees to notify them that they could be scheduled for work in addition to being on-call as needed per supplemental language. We will meet with the intermittent staff prior to this occurring.
- Winter Weather – acknowledgement to staff who showed up: Terry wants to acknowledge the significant weather events in December and that he appreciates the work staff have done. He and the admin staff appreciate all the staff who have stepped up and those who continued to come into work during the severe weather days. Cory also expressed his appreciation for staff who came into work as soon as they were able.

Labor:

- Overtime Distribution - Are we able to move staff around for needs? I.E. some OD's are forcing people out of turn for specialty spots or not allowing for non-N95 cert staff to take overtime by seniority: Cory explained that this issue has been fixed but we are not accommodating staff preferences who work overtime. However, business needs still need to be accommodated.
- Overtime sign-up time stamp/confirmation on scheduler: The union wants to know if there is a timestamp on the overtime sign-up on the scheduler program. Cory explained that he can't see it but the schedulers can.
- Idea(s) for Cluster Staff Unit Days: The union proposed that unit days for cluster staff be changed from once per pay period to once per quarterly. Management is willing to try this as long as they are getting value from the unit days and that staff are continuing to be able to perform all of the duties as needed in the units.
- Vacant spots not being put out for bid: Cory confirmed that some spots are being held right now to minimize the disruption to the facility. Cory explained that we do look at each vacancy and its effect to ensure that other areas are not being harmed with a bid spot. Ann just approved the 2 security counselor lead positions. The union brought the multiple job posting that recently occurred at St. Peter and wondered if we could do that same. Ann remembered there was some reason we didn't implement this when it was discussed previously at a labor management meeting. We will review the minutes to try to recapture that information.
- New Chief steward: Bill Berthelot – was welcomed to the group
- End MSOP Shirts: The union would appreciate if management would communicate about potential events the client may be planning. They expressed concern with not knowing about the clients plan to wear End MSOP shirts on 1/1.
- N95 Mask location: N95 masks weren't readily available when 1B was placed on quarantine recently. Because they are controlled items, the OD office will continue to store them for the main building and Cory agreed they could be placed in Complex Control for the complex units.

- Proposed schedule change request: The union wondered if there was any movement on the A-team schedule change proposals. Cory explained that nothing has moved forward yet. There are pros and cons to schedule changes. The group discussed that schedule changes could be put in the supplemental language during negotiations.
- Union updates: The union explained there are several dates coming up in which staff will need to be scheduled off. Governance training is scheduled for January 25th – which would affect the executive board members only. January 27th is the first negotiations assembly – scheduling has been notified of the delegates and March 10th is the second negotiations assembly. On January 10th the union would like to have Paul Gammel and another representative from AFSCME Council 5 come to MSOP-Moose Lake and do a tour and talk to employees. Jessica and Billy would like to bring the AFSCME reps around. Day on the Hill is scheduled for March 28th – the union would like to send some people down for this. There is also an all-steward meeting scheduled on April 18 & 19th.

Time: 1:30 p.m.

Location: Admin Conference Room and Vidyo

Agenda items: Submit proposed agenda items to the local Human Resources representative

(dhs.msop.hr@state.mn.us) and Lynn Hart (lynn.hart@state.mn.us) no later than 4:30 p.m. Tuesday, January 31, 2023.