

Meeting Minutes: Moose Lake AFSCME Labor/Management

Date: 09/02/2021
Minutes prepared by: Heidi Peura
Location: Employee Development Room # 145; Microsoft Teams

Attendance

- Jason Anderson, Jenny Collelo, Christina St. Germaine, Sabrina Search
- Nikki Boder (first half), Alli Kuhlman, Terry Kneisel, Heidi Peura, Steve Sajdak, Ann Linkert

Management:

- August Meeting Minutes: There are no changes to the meeting minutes.
- Staffing Update: There are 4 interviews scheduled for today and another scheduled for the following week. There was discussion regarding Security Counselor minimum qualifications and how many candidates are not routed for consideration. Heidi explained that there are very few not routed for further consideration as not meeting the minimum qualifications. Human Resources regularly contacts candidates requesting additional information if the application / resume submitted is unclear.
- Security Counselor Lead Leveling: The new process is almost finalized. Denise Considine will be reaching to AFSCME requesting their feedback regarding the interview questions.
- Staffing Issues and Forced Overtime Reduction Efforts: There are several initiatives underway to assist with forced overtime. Loading dock hours were changed to 6:00 a.m. to 2:30 p.m., employees are cross-training across departments and supervisors are changing shifts.
- COVID Updates: The Command Post is updating the emergency plan. COVID protocols (flow charts, where to find supplies, etc.) are being updated and employees are going to be re-acclimated to these protocols.
- Employees Appreciation Feedback: There was some employee feedback that Kevin's retirement party impacted the perception of employees appreciation day. Employees also provided feedback regarding the food.
- Client Protest Updates: Administration provided updates on upcoming events.

Labor:

- Vaccination Proof and COVID Testing Questions:
 - Employees have brought forward concerns to AFSCME that not all employees are being tested, only those who have not provided proof of vaccination. AFSCME presented that all Employees be tested. Nikki explained that MMB has indicated we will only be testing employees who have indicated they are not vaccinated. Nikki also presented that there is a website available for individuals to locate free testing clinics.
 - Employees are presenting to AFSCME that it is a HIPPA violation to ask people their vaccination status. Human Resources receives the result. There is not a HIPPA violation because of the pandemic. It is also a requirement of employment, similar to the tuberculosis test.
 - There was discussion whether employees who submitted proof of vaccination able to withdraw their proof of vaccination status.
 - At this point there is not a requirement that employees are vaccinated due to the flu.

- COVID – 19 Booster Shots: There has not been discussion about boosters being required at this time. Nikki provided information on boosters from Johnson & Johnson, Moderna and Pfizer.

- Attestation Form: There was discussion about the content included in the attestation form. The deadline for employees to submit the form has passed. Generally, employees who received the vaccine through the DCT clinics did not have to complete the attestation form, they received an email that we have documentation on file. There were some instances in which employees who were vaccinated on – site through DCT vaccination clinics were asked to submit their proof of vaccination through the attestation process. Nikki discussed the reasons why staff who participated in the DCT on – site clinics may have received the attestation form.

- Scheduled off on Holiday: Members are coming to AFSCME after they requested a holiday off. There was discussion that requests are being approved, that the most senior employees are requesting holidays off and that employees are not rescinding their requests for time off.

- Staffing update / Staffing Options: There has been discussion amongst employees that the Carlton County Fair was not a success. Jordan and Heidi spoke to some of the highlights of the event and the positive outcomes.

- N95 Masks: Nikki explained how facial hair affects the ability of N95 masks to seal effectively if an employee has facial hair. The expectation at MSOP is that employees who are in positions that require a N95 will be FIT tested.

Date: Thursday, October 07, 2021

Time: 1:30 p.m.

Location: Employee Development Room 145 and Microsoft Teams

Agenda items: submit proposed agenda items to the local Human Resources representative (dhs.msop.hr@state.mn.us) no later than 4:30 p.m. Tuesday, October 05, 2021.