

September 19, 1996

Grand Rapids Labor Management meeting minutes, September 5, 1996, held in the Grand Rapids Main Office, in room 216.

Present for Management: Marty Slabbekoorn, Johna Flickinger, Marv Branch, Phil Roth, Bill Myers, Fred Quillin, Mike Szubinski, Al Smith, Larry Muse, Jim Tennant.


Present for the Union: Steve Austin, Dick Page, Jim Sweeney, Bill Scutt, Robin Nielson, Scott Larabel, Brian Proctor, Michelle Flanagan.

Agreed by all to deviate from the agenda to hear Robin Nielson address issues concerning OWCP claims. Problems with claims will be brought to the attention of Human Resources.

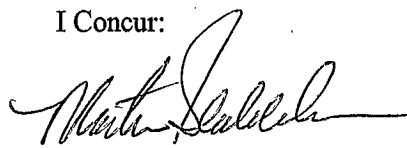
1. Additional square footage at the annex. Finally, funding has been approved for the 53,000 additional square footage. No moves will be made until after the first of the year. The square footage of both the inside and outside of the Annex will be used in the formulation of the Maintenance staffing package.
2. OT pecking order. Will be looked at again by the union and management. A few items need to be hashed out.
3. Acceptable documentation. Management says it is up to the supervisor to accept or not accept. Will check with labor, again.
4. Use of "gaylords". Gaylords may be cut, but cut so they can be re-used. West-PACs may not be cut. The cardboard hampers (plywood on wheels) are not to be used in the general mail flow. To be returned to the annex and kept there. Maintenance crews: if gaylords are not in the compactor, or labeled as trash, please leave them.
5. Settling grievances at the lowest possible step. Management will take under advisement and relay information to supervisors. Customer service managers/supervisors need to investigate/communicate with processing and distribution managers/supervisors/ when dealing with P & D grievances.
- 6A. OT at the annex. Word needs to get out among ALL employees interested in working overtime at the annex. To date, anyone is welcome.
- 6B. Special delivery - 6 vehicles in October? Sam Clinger states that 31 GSA vehicles are to be available soon. They still need 16 more. Awaiting information from the car dealership, to pass along to Chicago for approval.
7. Rubber stamps. Management agreed that discipline would not be forthcoming. Employees being denied their badge to punch in, if their stamp is not on their person, will cease and desist.
8. Mail being sent to other facilities to be worked. Management is unable to handle the volume in this office until our staffing is brought up to speed.
9. More career jobs at the annex. Hands are tied until "withholding" is over. Still accepting any transfers from Associate Offices.

10. Over compliment of casual staffing. To date, 209 casuals district wide. APWU is monitoring very closely.
11. Casual hiring/screening. The process is being done. Some interviews are delayed until after they are brought on board. Drug screening and background checks are done before they are brought on board.
12. Casual training/career training. OJI's (on the job instructor) are being utilized. Casuals are placed in the clock ring work code of their area when being given on the job instruction. So there is no way to accurately quantify the cost to the USPS of training them.
13. Casuals being able to read/speak the English language. Through the hiring procedure, they are asked to read a paragraph and, in their own words, relate what the paragraph stated. If unacceptable, they are not hired.
14. Casuals taking long breaks at the annex. Being looked into and addressed.
15. Maintenance overtime assignments at the annex. To be handled by Jim Smith, Maintenance Craft Director for the APWU, and Mike Blundell, Manager, Maintenance at the Annex.
16. Maintenance craft immediate supervisor at the annex. Mike Blundell is the immediate supervisor.
17. Mars cards, work order etc. CC them to Marty and supervisors.
18. Casuals doing maintenance craft work at the annex. Resolved.
19. Cleanliness of the building (i.e. spiders, etc.). High dusting routes/web removal on the back dock will be increased in frequency.
20. Non-machineable mail at the OCR's not being culled prior to being sent to the OCR. Should be done at the Annex. A plan will be devised to ensure this.
21. Heating and cooling system. Spent \$16,000.00 on repairing one "chiller". Trying to obtain funding to repair the rest.
22. FMLA joint training. Will check with Marty Schaut to set up. Possibly utilizing APWU representative.
23. Labels in automation are very misleading. If they are found, bring to attention of supervisor, to notify Al Smith.
24. Retirement seminar/training. Bob Lancaster will be contacted.

Respectfully Submitted By:

  
Michelle Flanagan

I Concur:

  
Marty Slabbekoorn