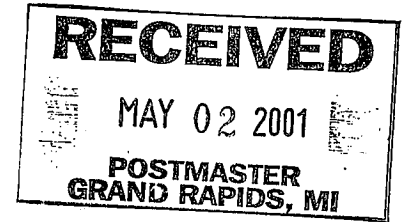


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MAY 02 2001

G.R. P & DC

WMAL - APWU  
Grand Rapids Installation  
LABOR - MANAGEMENT MEETING  
April 25, 2001  
10:00AM



Present:

Sam Leone, Mike Chrisman, Ray Novakoski, Fred Quillin, John Peters, Kim Goebel, Anna Armstrong, Bill Scutt, Jennifer Amos, Jim Myszka, Suzanne Wagner, Ron Twentyman, Daryle Rocco

**Old Business**

1. Is the flat sorter operation moving to the annex? Has an impact statement been delivered to the union? Update.

**The impact statement will be sent to the union next week. Management feels that employees may be affected by the end of August.**

2. FSM overtime hours cut on tour III & I. Casuals remaining on the clock while PTFs go home.

**This is no longer an issue.**

3. When FMLA documents have diagnosis or prognosis, does it go to the med unit? Barb Kiehorth will investigate. She agreed to the unions' request for a meeting with Anna Armstrong and Michelle Hawley to review FMLA issues.

**A meeting will be set up.**

4. Is the Main Office being sold and is Riverview moving?

**There is no new information available. Repairs are being made to the building. Sam Leone believes it's a good possibility but not for 2 - 3 years.**

5. Mail Prep at P-1. Mail not properly prepped before getting to the machines.

**Bill Scutt will follow up on these issues. Sam would like Mike Chrisman and to discuss this issue with Bill.**

**New Business**

1. Why does the Attendance Control Office want to know the degree or specifics of any illness?

**Anna Armstrong said the problem has been resolved. Sam believes that it's not unreasonable to ask the nature of the illness. He also wants the union to discuss each case individually with Anna. She is trying to standardize the process. Documentation is kept under lock and key and is secure.**

2. Are employees notified that their documentation is not sufficient? If the LWOP or Sick Leave is changed to AWOL, how is the employee notified?

**Anna Armstrong said that employees are given three days to submit documentation after their return to work and notification is sent to the supervisor if that documentation is unacceptable. It's obviously a problem since the union gets a lot of complaints from employees. The message center changes were not discussed with the union. There is still a concern that even if the official mail gets to the supervisor that doesn't mean the employee will see it. The supervisor may not present the official mail to the employee.**

3. Automatic Tray Sleever (ATS)? What is it? When did we get it? What is its impact? Will there be a bid job posted?

**The ATS will band the mail normally worked by clerks in the banding area. It is supposedly a four hours operation. Evidently, the machine does not work well. P-1 uses it strictly as a bander. The machines have been accepted and contract employees are still working on them.**

4. A blanket policy been established to require documentation if the nature of the illness is not provided. The union was not notified of this policy nor were we given an opportunity to give management our input.

**Anna Armstrong claims there are no separate policies governing this. Anna says the employee must give them enough info to make a determination. Anna wants the union to approach her with specific problem cases to get them resolved. Anna said there would be some staffing changes soon. She is also producing a "return to work" policy.**

5. Will there be bid jobs posted for the Tabber machine?

**No. This brings up several problems. Jim Myszka said maintenance is not staffed properly for all the new machinery. John Peters said this problem is being addressed. This also brings up the problem that the Union is not notified when changes are made. Impact statements are sometimes untimely or non-existent.**

6. Will there be bid jobs posted for the central setup for dispatch in automation?

**No. Expeditor does the work—Tour III needs help with it. This constitutes a duty assignment. This started as an experimental operation but now seems to be beneficial. Decision has not been made to keep the operation permanently. Sam wants Fred Quillin and Daryle Rocco to make a decision by Friday.**

7. Why are employees being asked at the P-1 about the VOE survey and how to improve the work area on the workroom floor?

**Sam Leone asked supervisors to approach employees to communicate results of survey. Gina Haliburton said it is improper to do this. Sam believes employees want to receive information from supervisors about safety and recognition. Rocco instructed his supervisors to meet with employees one on one to get input. Sam wants the supervisors to make these meetings optional.**

8. Why is the maintenance supervisor, Ray Mulder, discouraging employees from being on the social & recreation committee?

**Seems as though this one is missing.**

9. Time and Attendance officers. The union has received many complaints about T&A supervisors abusing their authority when talking to employees. The union believes employees should be treated with dignity and respect when they need to use leave. The union believes there are certain supervisors that overstep their authority and act improperly. Sam Leone stated he needs more specific information and would like the union to take specific issues to Art Hotchkiss Jr when they occur. The situation still exists and talking to Mr. Hotchkiss has not resolved any problems.

**The union will bring specific problems to Anna Armstrong.**

10. Information requests coming back from management illegible.

**Ron Twentyman will correct the problem when we notify him.**

11. Bruce Barnard, tour I P-1 steward, not allowed time to investigate and process grievances.

**Mike Chrisman will follow up and correct the problem.**

12. Dan Sobish, tour III acting supervisor, regularly denies stewards time to investigate and process grievances. The union can provide a list of stewards.

**Rocco will follow up with Amy Puhalski.**

13. Dan Sobish, tour III acting supervisor, regularly denies employees the right to see their steward, sometimes forcing them to wait two days. The union can provide a list of employees.

**Rocco will follow up with Amy Puhalski and correct the problems.**

14. Safety walks with supervisors. Is it necessary for supervisors to take an employee on a safety walk to have them confirm safety regulations are in compliance?

**Sam Leone supports this process. He believes that it's the responsibility of everyone to know safety procedures. Supervisors must be present.**

15. Parking.

**Managers should stop parking in the basement when they are here for meetings. Sam will educate his managers.**

16. Level 5 clerks working in automation from the manual unit.

**The union put management on notice that, in accordance with Article 7.2 B of the National Collective Bargaining Agreement, level five distribution clerks cannot be used in automation or other lower level job. Also, level four distribution clerks cannot be used in level five or higher bargaining unit positions. The union is giving notice of its position and would like management to adhere to Article 7.2 B. -- Management did not agree.**

### Off the Agenda

1. Trailers taking up parking at P-1.

**Suzanne Wagner will address this issue.**

2. Hour change for FSM crews on tour II at the Main Office.

**Fred Quillin said hours might be reinstated due to D-NET changes.**

3. Bill Scutt would like Sam Leone to reconsider his "no lunch" policy.

**Sam Leone said he would think about it.**

4. Bill Scutt said the pool people at P-1 could be working the priority mail from the AMF since they often have no mail to work. The priority mail operation at the AMF was originally worked at the P-1.

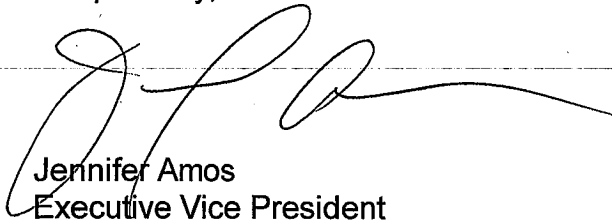
**This suggestion will be addressed.**

5. When is the East Paris facility opening?

**Kim Goebel said the facility is tentatively scheduled to open in last August.**

Next meeting will be held May 16th at 10:00am in room 304.

Respectfully,



Jennifer Amos  
Executive Vice President

CC: Raymond Novakoski  
William Scutt  
Jim Myszka  
Mark Juczynski  
File