

Labor Management Meeting Minutes
October 3, 2011
025 Gilchrist

Members

<u>X</u> Susie Baker	<u>X</u> Michael Hager
<u>X</u> Susan Basye	<u>X</u> Shelly Hill
<u>X</u> Michelle Byers	<u>X</u> Bill McKinley
<u>A</u> Mark Dunt	<u>X</u> Cathy Pearson

Facilitator Michael Hager called the meeting to order at 2:03 p.m.

Approval of May 23, 2011 minutes

A motion was made by Shelly Hill and seconded by Bill McKinley to approve the minutes. Motion carried.

Agenda Items:

Advertising for temporary assignments

Michelle is working with HR's Merit staff on updating temporary assignment notices on Human Resources' website. It was noted that UNI employees may volunteer to work on temporary assignments as long as the hours of the temporary assignment don't conflict with the employee's current working hours.

This item will be dropped from future agenda items.

Contracted services

Susie brought forward concerns regarding the services of snow removal, lawn mowing and electrical work being contracted to outside vendors when there may be Merit staff who could provide these services. Data from 2009 was discussed regarding the number and frequency of contracted services. It was noted that there may currently be more services contracted to outside vendors as the number of Merit employees decline. It was agreed that work in these fields would need to be proven to be sustainable before new employees could be hired.

Michelle will follow up with Kelly Flege for additional and more recent data regarding contracted services (capital projects excluded). Paul Meyermann will be invited to the next Labor Management meeting to further discuss this issue.

Working in inclement weather and acceptable attire

Public Safety officers have concerns of wearing protective vests during times of extreme heat, particularly when officers are on parking duty only. It was discussed that the use of under vests that provide a cooling effect may be helpful for use during the summer months.

Michelle will follow up with Dave Zarifis about this issue.

Tunnel entry re assessment

UNI Steamfitters and Power Plant management have had recent discussions and both would like to see changes to the Restricted Access Entry program. Employees have concerns about requiring the buddy system at all times when entering utility tunnels. They feel that the Buddy System should be redefined as when working on any distribution system located in the tunnels or vaults. They believe that the Buddy System (two or more) is needed versus inspection or rounds where a single person may enter.

Susie distributed a document concerning this issue which included:

Background

1. Points 1-4 show there is good egress, ventilation and under normal operating conditions, engulfment or any serious hazards do not exist.
2. Point 5 “potential for a steam line rupture” states that it can be reduced through preventive maintenance. Preventative maintenance is making rounds and inspections which is something needed for the safety of employees and with the work load of the entire campus, projects, vacation, sick leave, etc. this has given little or no time needed for checking tunnel systems.
3. Points 6-7, it is agreed that “working” is a meaning of physical work to the steam system, not rounds or inspection.
4. Points 8-9 state that employees have participated with developed and collected data for the tunnel entry procedure. Also stated with the work performed that spaces may need to be redefined and procedures may need to be implemented. The affected employees are asking for this change.

Restricted Access Areas Entry

Power Plant personnel would like to have a change to point 6 requiring contact to Dispatch or Public Safety and use the Power Plant control room as the contact for entry/exit. Logs are maintained for employees and this can be added without issues for steamfitters.

Susie will check with statewide departments regarding this issue and committee members will review the Restricted Access Entry Program before the next Labor/Management meeting on December 12, 2011.

Adjournment

Michael adjourned the meeting at 3:00 p.m.

Respectfully Submitted,
Sandy Law
Human Resources