

**Standing Committee Meeting Minutes**  
**January 17, 1996**

**Present:** Bob Fehlen, Jim Lepin, Kris Keeler, Norm Dittrich, Dan Duvall, Billy Taylor, Claude Weaver, Gene Dixon, Keith Larson, and Terri Opsahl.

**Agenda:**

1. Penalties for work on previously restricted time off
2. Vacation Call-in
3. Groundwood O.T. Guidelines
4. Shipping & Unitizing Seniority Moves
5. Job Postings - 14 Month Waiver
6. Job Elimination Bidding Privileges - Time Limits?
7. Job Postings - "Anticipated Openings" Clarification
8. Converting Issues
9. Seniority List
10. TAD #1 & #2 PM
11. Apprentices
12. Medical Dispensing of Medications
13. Meal Tickets
14. Safety Shoe Allowance
15. Grievances (95-27, 28, 29, 30 & 31, 32 & 34)

**1. Penalties For Work on Previously Restricted Time Off -**

USC - Compressed schedule - receive a call time for being called in during night shift. No longer have an 8 hour shift since we went to compressed shift, we work 12 hour shifts. Proposing that if people who work their day(s) off on formerly restricted holiday(s) they should receive 6 hours call time plus double time (should be the same as everyone else is getting). Contract says you pay 4 hours call time for each separate shift, i.e., pay 1 call time for first 8 hrs. and another call time for anything over 8 hours. Day shift should get 6 hours call time and night shift should get 6 hours for formerly restricted and 4 hour call time for their day off. No difference in cost to the Company. If you treat the formerly restricted holidays as separate distinct shifts then you have to treat all the holidays like that and there would be additional costs to the Company. Contract language referring to holidays - there is no distinction between restricted and unrestricted holidays. Need to be timely in our answer to this or extension on grievance time.

CSC - Will take it under consideration and get back to you consider extension granted.

**2. Vacation Call-in -**

USC & CSC agreed we do **not** want this to happen. Will discourage and handle on a case-by-case basis.



**Standing Committee Meeting Minutes**  
**January 17, 1996**

**3. Groundwood O.T. Guidelines -**

Confirmation of discussion we had at last Standing Committee Meeting. Results of poll (see attached).

USC - Number 1 (Move up on shift if possible) should be scratched, because we always move up on shift to avoid overtime. Need to clarify that the mean moving up to avoid overtime, not to cover overtime. Otherwise, no problems.

**4. Shipping & Unitizing Seniority Moves -**

Petition is being routed asking for approval of the Standing Committee to change the period of time before a senior move is made from one week to two weeks to allow more time to cover the Shipping Supervisor and/or Lois Barnes' relief.

USC - Only issue we have is to make sure the steward is involved. This should also be instigated by employees not management.

**5. Job Postings - 14 Month Waivers -**

CSC - Converting is going to have another bid for Napkins - Main Floor (approximately 2). In the event that we don't have enough bidders sign the bid opening, may we waive the 14 month clause (must be on the payroll 14 months before being allowed to sign a blue slip) and allow all employees, even those in their probationary period, to sign the bid?

USC - Waiver ok. Do appreciate coming before the committee to inquire before just doing that.

**6. Job Elimination bidding Privileges - Time Limits? -**

The intent was to allow people, who lose their job by no fault of their own, to add their name to the annual anticipated bid list (since their job status has changed drastically) if

they hadn't signed up for their 4 maximum bid opportunities. The question is how long do they have to sign up on the bid list once their job is eliminated.

*Result: Agreed to allow employees to sign the yearly bid list within 14 calendar days after receiving written notification of their job elimination.*

**7. Job Postings - "Anticipated Openings" Clarification -**

Another question that has arisen is if the job posting says 1 anticipated opening and you actually have 2, you may have people not sign the bid because they don't think they're going to get the bid if there's only 1 opening, etc.



## Standing Committee Meeting Minutes

January 17, 1996

USC - These are "anticipated" only and no one is certain a year ahead of time of how many openings may occur. It's only a best guess. However, people need to keep in mind that a second or third opening may occur.

### 8. Converting Issues -

A. CSC - Converting Guidelines Referencing Call-in Procedures (See attached). Have established that we would like to go forward with these unless there are any concerns from this committee.

USC - No problems.

B. CSC - Process for designating pay rates for new equipment operation. Will look at the technical skills required, product produced, complexity of equipment, etc. to determine where this job belongs on which rung and which progression ladder. We would then ask for a rate of pay from the Job Analysis Committee.

C. CSC - Eliminated a position (last meeting, Item #14). The proposal was a draft and not a final recommendation. We hadn't even put together a plan yet. It was still in the conceptual stage. We would like to make sure that until things are in the final stage of design that they not be discussed.

D. Quikstock Utility position (See attached).

USC - Suggested adding another Annex Operator position instead of designating another position on the ladder. This will help clarify overtime in this particular position. Don't want this to go into affect beginning Monday, January 22, 1996. Need more clarification before administering this. Will discuss again at the next Shop Steward's Meeting on 1/30/96 and review at the next Standing Committee Meeting.

### 9. Seniority Lists:

USC - Agreed to check annually at the first of each year for an updated seniority list.

*Result: Terri Opsahl will work with Payroll Department to get an updated seniority list to the Union.*

### 10. TAD #1 & #2 PM -

CSC - Got authorization to go on to the next step of the project for conversion to Through-Air-Dried. Question came up regarding pay and progression line. #1 PM is the higher paid machine and the upgrade is on #2 PM. #2 PM may end up with higher pay than #1 PM. Currently does #1 PM Machine Tender/Crew have rights to #2 PM?

USC - Yes, progression ladders are married.



**Standing Committee Meeting Minutes**  
**January 17, 1996**

CSC - We will do a dry-run through job analysis when we get further into it.

**11. Apprentices -**

CSC - Charles A. Warren has agreed that in 1996 we could re-start the apprenticeship program. We have five (5) employees who have grandfather rights to apprenticeship program and one (1) journeyman. As we have availability we will bring apprentices in. Propose that we first bring back the three (3) apprentices and one (1) journeylevel pipefitter that were displaced. Would maintain same head count in Maintenance. Will re-evaluate as the year goes on.

USC - Recall by craft; one instrument, one millwright, one electrical, and the one pipefitter.

**12. Medical Dispensing of Medications -**

CSC - Concern around unlimited amounts of available medications. The nurse is concerned with the Company's liability and her liability. Cited an incidence of medication taken home and given to family members which did result in side effects.

USC - Our concern is that medication is available for employees. We don't care how it's monitored. Our only concern is that not all employees work day shift. As long as it's available to all of our employees. We run a 24 hr. operation and people get sick all hours of the night.

CSC - We will take all of this information into consideration and we will advise you before we take any steps

**13. Meal Tickets -**

USC - Previously we surveyed each year to add or delete restaurants on the meal tickets. In the past we gave nomination forms to the Clockroom to nominate additions and/or deletions.

*Pathforward: Need some information from the Accounting Dept. to see what the usage is for each restaurant. At the same time put nomination forms in the Clockroom for employees to nominate additions.*

**14. Safety Shoes Allowance -**

Issue is the newly negotiated \$70 shoe allowance is now subject to taxation. Brainstormed ideas that would result in employees receiving the full \$70.



**Standing Committee Meeting Minutes**  
**January 17, 1996**

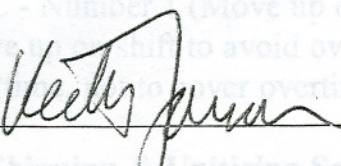
Ideas: Go back to the way it was before (\$70 with a shoe purchase receipt - not taxable)  
2 installments of \$70  
\$70 with receipt & carryover option  
\$70 plus gross up  
Approx. \$55 + product  
Buy everything through shoe mobile  
- Expand shoe mobile visits, vendors and styles avail.  
- with carryover  
IRS receipt to each employee for use on taxes  
Split with gross-up (55 - 70)

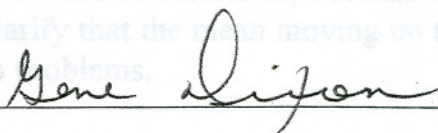
*Pathforward: CSC will discuss with Payroll and see if any of these ideas alleviate having to be taxed. Discuss at the next Standing Committee Meeting.*

**15. Grievances:**

- 95-27: SAC referred back to John Svenson. Will resolve at next Standing Committee.
- 95-28: Discussions taking place.
- 95-29: Settlement pay is in the process.
- 95-30 & 31: USC - Propose that the supervisor give an explanation to the grievants of what took place and we will consider this grievance resolved.
- 95-32: After detailed explanation from the Accounting Dept., grievance is resolved.
- 95-34: Employee has not brought forward any further documentation, so at this time grievance is not timely. If employee does bring documentation, then we will revisit this grievance.

**NEXT STANDING COMMITTEE MEETING - FEBRUARY 21, 1996**

  
\_\_\_\_\_  
Management Standing Committee Rep.

  
\_\_\_\_\_  
Union Standing Committee Rep.



Need to be timely in our answer to this or extension on grievance time.

CSC - Will take it under consideration and get back to you consider extension granted.

## 2. Vacation Call-in -

Employee was called in on his vacation due to "emergency status". This person would like to know if he can be compensated for his missed vacation time (issue is not the pay - he was paid for coming in). USC would like to have some clarification on what we do during these situations. Propose employees receive another day off in lieu of lost vacation day.

NOT  
Published  
in minutes

cc: CSC file  
USC file % Gene Dixon

### Standing Committee Meeting Minutes

January 17, 1996

Contract says you can't work on your vacation, however, we understand emergencies arise and we don't want to restrict the Company from keeping the mill going. However, we feel when you disrupt a persons vacation they should be compensated. This doesn't have to be chiseled in stone and can be on a case-by-case basis.

CSC - Appropriate to compensate this employee for his emergency coverage. Jim Lepin will follow up with the employee and compensate this employee the hours he worked during his vacation. We appreciate this employee "bailing us out". Handle on a case-by-case basis.

USC - Depends on the time of day, how disruptive was this call-in, etc., on how employees should be compensated. Feel in this case it's appropriate to give another day of vacation as we do with coming in to work on a floating holiday, and any other occurrences will be handled on a case-by-case basis.

## 3. Groundwood O.T. Guidelines -

Confirmation of discussion we had at last Standing Committee Meeting. Results of poll (see attached).

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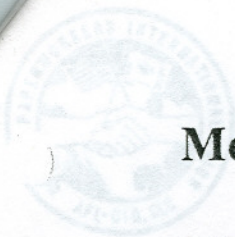
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# UNITED PAPERWORKERS INTERNATIONAL

## Memorandum

LOCAL NO. 1097

P. O. BOX 5036

WESTPORT  
Tennessee 37891

DATE: January 10, 1996

TO: Shipping and Unitizing

FROM: Bob Guerassio

RE: Senior Moves → Keith

CC: Joe Hertig, Claude Weaver, Unitizing, Transit Shed,  
3 and 4 Basement.

Since Dave Borgstrom agreed to become relief Shipping Supervisor and Jan Stiles is Lois Barnes' relief an issue regarding the length of time needed before a senior move is made has arisen. Senior moves are now made any time reasonable notice is given to the department scheduler before day shift of the preceding Friday. See Sec. 25, Par. C, 2.b-1,2 (Example: On Thursday Lois finds out she is going to be gone the next week. Cami schedules Jan to replace her. Senior moves have to be made for one week.)

With a petition signed by the majority of workers in Shipping and Unitizing, and the approval of the Standing Committee this can be changed.

Attached is a petition to change the period of time before a senior move is made from one week to two weeks. Please sign if you are in favor of this action.

Thank You;

*Robert Guerassio*

Robert C. Guerassio

Shipping Supervisor

1/17/96  
5 days  
14 day limit  
from time of  
notice





# UNITED PAPERWORKERS INTERNATIONAL UNION

LOCAL NO. 1097

P. O. BOX 5038

WESTPORT, OR 97016  
Telephone No. (503) 455-2663

February 15, 1995

DATE: JANUARY 16, 1996

RELIEF TEAM LEADERS

FROM: NORM DITTRICH

SUB: ~~UTILITY POSITION~~

Local 1097 Standing Committee proposes the following procedure/language regarding job eliminations:

When an employee is notified, in writing, that their job will be eliminated, the employee will be given the opportunity to place their name on bid lists where there are anticipated future openings or on any new postings. If the employee is a successful bidder, the employee will waive their right under "Transfer Procedure" D.2. and continue in their present job until their job is eliminated.

This includes making tops and bottoms, stripping, shelling and setting up rolls.

The utility person (scheduled) will be an annex operator, and if we need to call a person in, we will use our call-in guidelines. Utility person will be paid annex rate. Team Leaders will be responsible for assigning a person from the annex classification to perform the utility.

1/17/96 S. H. G. L.

14<sup>cal.</sup> day limit

from time of job elim.

write

HR Copy Wanted  
NED/igs  
ad0196-2



12/12/96 5:45pm

# JAMES RIVER CORPORATION

WAUNA MILL

TO: TEAM LEADERS  
RELIEF TEAM LEADERS

DATE: JANUARY 16, 1996

FROM: NORM DITTRICH

SUB: ~~Q/S~~ UTILITY POSITION

*Norm with rework  
@ best station  
mtg  
on 1/30*

Beginning Monday, January 22, 1996, we will schedule a utility person to assist operators and adjusters, in the Napkin Department, when we are running three or more machines on quickstock. (There may be instances where the team leader uses discretion when creating or not creating the utility position).

The utility person will support Q/S activities by:

- Making up tops and bottoms
- Bring in/take ways supplies
- Hauling/moving Q/S unit loads

The adjusters will continue to support Q/S activities even when/if the utility person is assigned. This includes making tops and bottoms, stripping, shafting and setting up rolls.

The utility person (scheduled) will be an annex operator, and if we need to call a person in, we will use our call-in guidelines. Utility person will be paid annex rate. Team Leaders will be responsible for assigning a person from the annex classification to perform the utility job.





JAMES RIVER CORPORATION  
WAUNA MILL  
Chickama, Oregon 97016

1-17-96 Stly Comm  
Stly Comm  
1-17-96

# Converting Guidelines

(REVISED 1/12/96; EFFECTIVE 1/22/96)

TO: Keith Larsen

FROM: Doug Campbell

## Converting Call-in Procedures

1. Call mate on first or fourth day off.
2. Call mate on second or third day off.
3. Call employees from the job classification, by seniority.
4. "Move up", call employees from next lower classification.
5. Repeat process until all employees below the original open job have been offered work.

**If no one is found, then, with the opening in the original classification,**

6. Call employees in the next higher job classification, by seniority. If none, call employees in next higher classification, etc.

**If no one is found, then, with the opening in the lowest classification,**

7. Call anyone qualified, by seniority.





**JAMES RIVER CORPORATION**  
WAUNA MILL  
Clatskanie, Oregon 97016

Standing Committee Meeting Minutes  
January 17, 1996

Stdy Comm  
1-17-96

January 12, 1996


## INTRA-COMPANY MEMO

**TO:** Keith Larsen  
**FROM:** Doug Campbell  
**REF:**  
**SUBJ:** Ground Rules for Providing Overtime Coverage

The results of a recent poll showed that the majority (14 out of 15) of the groundwood operators would like to conduct a trial changing the ground rules for overtime coverage to the following:

- ~~1.~~ Move up on shift if possible. *always can do - not part of OT*
- ~~2.~~ 1 Schedule/Call in person on 1st or 4th day off in the job classification if possible.
- ~~3.~~ 2 Schedule/Call in person on 2nd or 3rd day off in the job classification.
- ~~4.~~ 3 Schedule/Call in any qualified person.

Since this is a contractual item, I am requesting that the Standing Committee review this proposal and grant us approval to adopt these guidelines for a 6 month trial beginning on or about February 1, 1996. At the end of the trial I would take another poll and if the majority prevailed, the amended guidelines would become permanent. The trial would be canceled at any time if a majority of the department requested to go back to the original guidelines. Thanks in advance for your assistance and consideration.

  
Doug Campbell  
Groundwood Team Leader