

Standing Committee Minutes

April 20, 1994

Attendees: Gene Dixon, Joe Hertig, Trisha Norvell, Gary Tucker, Ken Green, Bob Sullivan, Kris Keeler, Billy Taylor, Barney Wheeler, Tim Winn, and Mark Bechtold.

Agenda Items:

1. Profit Sharing Letter
2. Absentee Control
3. Request to Freeze
4. Scheduling Issue - Pulp Dryer Down
5. Union Request Re: Charlie Warren
6. #1 & 2 PM Schedule Guidelines
7. Grievance 93-47; Wrong people scheduled in
8. Grievance 94-06; #5 PM bonus pay
9. Grievance 94-09; Hot meals
10. Mill Seniority List
11. Yard Crew Rate of Pay
12. Grievance 94-20; Displacement of an employee by a medically restricted employee
13. Grievance 94-21; Pulp dryer clean-up done by Kraft Mill utility
14. Grievance 94-23; Isolation process for pulp dryer equipment
15. Reprimand Removal Process
16. Training Issues - Paper Testers
17. Quick Stock Jobs
18. Labor Pool
19. Co-Gen. Project
20. Spring-Down and Opportunity to Vote
21. Union Request Re: Health Care Committee

1. Profit Sharing Letter

- The Company drafted a letter to circulate throughout the mill spelling out the status of profit sharing which becomes effective 4/1/94.

- The Company is putting together information on the year-to-date numbers for 1994.

- Current ROA for the mill is 0.55%.

Next steps:

- The Company will publish the letter on 4/21 and post on bulletin boards throughout the mill.

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2. Absentee Control

- The Company met to determine what's working and what isn't. Suggested the formation of a joint union/management sub-group to review information to-date and come up with suggestions for changing the current absentee process.
- The current absentee program has three categories of focus:
 1. Casual Daily Absences - absences which are 'one-day here, one-day there' and which occur at a regular interval.
 2. Injury or Illness-Caused Absences - absences caused by injury or illness requiring medical attention and involving S & A benefits.
 3. Chronic/Long-term Absences - absences which occur on a recurring basis over an extended time period (may be due to "chronic" conditions or problems, i.e., employee gets well, then ill again).
- Responses to each of these circumstances should be different.

Category 1: Casual Daily Absences

Currently - 2.3% to 2.4% absentee rate, mill-wide.

Current Threshold - 5.0%.

Proposed Thought - activate inquiry if over 2.5%, then enter progressive discipline process.

This category is the main focus of the Company because these absences cause the greatest disruption. If there is a shared desire of the Union to participate by giving input, then let's do it!

Next Steps:

- Some members of Union will sit in and give input to the sub-group.
- The Union committee will contact the Company with the names of the Union members.

3. Request to Freeze

- The Request to Freeze form has been signed by the Union Executive Board.
- The Union committee understood before signing that the Company had approved the freeze.
- The Company disagreed. The company said they needed to determine reasons for the freeze.
- The Union committee said they were sure the company signed it.
- The Union Executive Board understood that the Company had no problem with the freeze.
- Initially, the Union Executive Board thought that this case didn't warrant freezing.
- Question: "Why is there an objection to this guy freezing?" Two other cases were noted in converting of people who were allowed to freeze for similar reasons.

Next Steps:

- Need to review the Request to Freeze form.

- The Company needs more information than what is on the form to properly process the request.
- The Company needs to talk about this case more.
- The Standing Committee may need to develop some clear criteria to be used throughout the mill consistently to help determine when to allow someone to freeze.

4. Scheduling Issue - Pulp Dryer Down

- The Company requested guidance from the Standing Committee to help determine how to assign work during the upcoming pulp dryer shutdown the week of May 15.
- One person is needed to assist the millwrights throughout the week.

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
<u>Person</u>					
1	Vacation	Vacation	Vacation	Vacation	Vacation
2	Vacation	Vacation	A Crew	A Crew	A Crew
3	A Crew	A Crew	A Crew	A Crew	A Crew

- Question: Who should be scheduled Wednesday, Thursday, and Friday?
- Answer: # 3 Senior Person works Monday and Tuesday.
 # 2 Senior Person works Wednesday, Thursday and Friday.
 # 3 Person should be scheduled to the labor pool for assignment to available work on Wednesday, Thursday, and Friday. If known during prior week, should let clockroom know (s)he is available for assignment beginning Wednesday.

Next Steps:

- The Company to expedite.

5. Union Request Re: Charlie Warren

- The Union committee is requesting a formal introductory meeting (including Roger Heiser) with the new VP of Operations, Charlie Warren, when he arrives.
- The Company indicated that this is possible and will review the request with Charlie prior to his arrival at Wauna.

Next Steps:

- The Company will arrange the meeting.

6. #1 & 2 PM Schedule Guidelines

- See March 16 Minutes for additional information.
- The Union committee reviewed the March 6 memo and felt it consistent with the labor agreement. The Union committee has no problem with the changes.

Next Steps:

- The Company will communicate with #1 & 2 PM's to inform them that the changes are acceptable to the Standing Committee and that it's OK to implement.

7. Grievance 93-47: Wrong People Scheduled In

- See March 16 Minutes for additional information.
- The Standing Committee agreed to settle based on the information available at that time.
- The Union committee talked to the person involved who is willing to come in and talk to the Standing Committee.
- The Union committee reviewed the more recent information. The Union committee considers this a done deal. In addition, the Union committee is always willing to bring in people to discuss facts.
- For any single week of vacation, once that vacation week has been started, it cannot be canceled except for an emergency.

8. Grievance 94-06; #5 PM Bonus Pay

- See March 16 Minutes for additional information.
- The Union committee gathered information, studied it and presented the following:
 - In the past, the Company was incorrectly paying call time and the bonus to employees called in for putting on clothing on a day off.
 - These Company should not have been paying "call time", "clothing time", plus the bonus.
 - Can't compound on "call time".
 - This change in the contract took place in early-to-mid 1970's.
 - 36 hours has nothing to do with the Bonus.

Next Steps:

- The Company will research this issue further.
- The Company wishes to keep this as an open question at this time.

9. Grievance 94-09; Hot Meals

- See March 16 Minutes for additional information.
- Nick's is currently closed.
- The Standing Committee wants to be able to add to the menu as appropriate.
- There seemed to be a problem with security picking up the meals at Tom & Jerry's Tavern.
 - * The Union committee expects the company to get the meals to the people who have requested them (i.e., designate a person to pick up the meal if the security guard is unavailable, or have the supervisor pick up the meal, etc.).
- The menu is greatly improved over past menus.
- Tom & Jerry's has reported that they want to expand their menu offerings.

Next Steps:

- The Company will follow-up with security to review the issue of meal pick-ups.

10. Mill Seniority List

- See March 16 Minutes for additional information.
- The Union committee has no problem with the current mill seniority list. Management can go ahead and finalize.
- Unless a person can bring in irrefutable evidence proving otherwise, the list will remain as is.

Next Steps:

- The Company will publish the list.

11. Yard Crew Pay Rate

- See March 16 Minutes for additional information.
- The Company currently has the following input on this subject:
 - When people are operating the piece of equipment in question, the rate of pay they will receive is dependent upon the classification they are in.
 - The rate of pay does not go with the piece of equipment, but rather the job classification.
 - Bottom line- the classification to which the employee is assigned dictates the pay rate.

General comments:

- This needs more discussion.
- This issue may have been resolved before.
- We need to come up with something that creates less confusion.

Next Steps:

- The Company will check previous Standing Committee Minutes to determine whether this issue has been previously resolved.

12. Grievance 94-20; Displacement of an Employee by a Medically Restricted Employee

- See March 16 Minutes for additional information.
- The Company is re-writing the Utility Operator classification job description.
- The new job description will include bagging as part of the classification.
- This position will then be analyzed using the job analysis process.
- In the future, all parties involved with job assignment changes should be consulted for buy-in if possible.

Next Steps:

- The Company will respond to the grievant in this matter.

13. Grievance 94-21; Pulp Dryer Clean-up Done by Kraft Mill Utility

- See March 16 Minutes for additional information.
- The Union committee requested a "hold" on this issue.

14. Grievance 94-23: Isolation Process for Pulp Dryer Equipment

- See March 16 Minutes for additional information.
- The Company wanted to clarify the company's intent regarding the current process. Currently, the operators are primarily responsible for isolating process equipment. This may need to change in the future (another person who is trained may be able to do the isolation).
- The Union committee stated that if the company intends to change the process, they need to let people know about it.

General comments:

- Ultimately, the most knowledgeable person would do the isolation. But currently, the operator does the isolation and will continue to do so until a formal change is instituted.
- Over-riding concern - the safety of the worker.
- The Union committee will keep their eyes on this in the future, and let the Company know of any concerns.

15. Reprimand Removal Process

- See March 16 Minutes for additional information.

General comments:

- Employees used to be able to go in each year and get their file cleaned out.
- The preferred approach: supervisors should take reprimands out of the file after one year and inform the employee face-to-face to allow for meaningful exchange and coaching for positive performance reinforcement.
- Concern of the Union committee - the reprimand is tacked to a bulletin board in an unsealed envelope.

Next Steps:

- The Company met to decide if and/or how the policy needs to be re-written.

16. Training Issues - Paper Testers

- The Union committee reported that we have trouble covering the pulp test jobs at times.
- It may be helpful to give the paper testers who are called for filling the pulp testing jobs a refresher training course so they can become qualified pulp testers as well.
- This approach would increase our flexibility to cover both jobs effectively.

Next Steps:

- The Company will check on this possibility and report back to the group.

17. Quick Stock Jobs

- Currently, Quick Stock jobs are filled by anyone available.
- Problem: senior people feel that they are entitled to the Quick Stock jobs from the layoff pool.
- The issue is in the converting area. Robotics have been approved but are not in place at this time.

- Currently, senior layoff pool people are assigned to jobs which offer the most work in a given week, which may conflict with assigning these people to higher paying jobs.

Next Steps:

- Members of the Union committee will get together with the Company to discuss this issue in greater detail.

18. Labor Pool

- Problems and concerns are heard and need to be addressed.

Next Steps:

- Same as Agenda Item # 17 above.

19. Co-Gen. Project

- The Union committee is reminding the company to identify any job changes resulting from the Co-Gen. Project in advance to allow time for discussion.

Next Steps:

- The Company will review the Co-Gen Project plan to begin identifying.

20. Spring Down and Opportunity to Vote

- The Union committee suggested that the Company should attempt to schedule future planned maintenance downs during periods other than election days.

- Employees need time to vote.

- The Company responded by saying that the polls open at 7:00 am and close at 8:00 pm and that absentee ballots are available.

Next Steps:

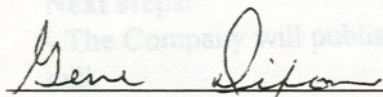
- The Company will put out a notice informing people of the hours for voting.

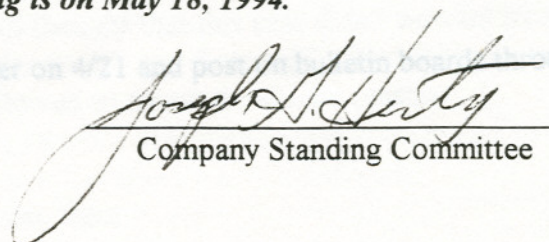
21. Union Request Re: Health Care Committee

- The Union committee requested that the Union Negotiating Committee be included as part of the Health Care Committee.

- The Company responded by saying that the company supports the involvement of the Union Negotiating Committee with the Health Care Committee between now and the start of negotiations.

The next Standing Committee Meeting is on May 18, 1994.


Union Standing Committee


Company Standing Committee