

STANDING COMMITTEE

JULY 8, 1992

Present were Billy Taylor, Gene Dixon, Kris Keeler, Dave Viera, George Brajcich, Trisha Norvell, Al Grantham, Randy McEwen, Shelley Prouty, Joe Hertig, and Jim Crowson.

Agenda items:

1. Compressed Work Week Memorandum of Agreement
2. Kraft Mill training review
3. Yard pay rates
4. Grievances 92-21 and 92-22
5. 3 & 4 paper machine employee, medical need to move out of department
6. Converting start time
7. No-call, no-show discipline policies
8. Notification of change in schedule
9. Request for extension of time out of bargaining unit
10. Quick stock and bagging pay rates

COMPRESSED WORK WEEK MEMORANDUM OF AGREEMENT

The Union membership voted to change the required approval percentage to go onto the compressed work week from 66 2/3% to a simple majority. The Union Standing Committee requested to negotiate this change with the Company, to which the Company Standing Committee agreed. The parties mutually agree to adopt the change to a simple majority.

The Compressed Work Week Committee can proceed to schedule a vote in Shipping. A second trial period is not required, and this was approved by the Department Superintendent.

KRAFT MILL TRAINING REVIEW

The Union Standing Committee had understood at the beginning of the training that the employees had had quite a bit of input into the development of the training schedule, but later were told by the employees that they had not.

The department management did conduct informal interviews with employees asking for their input, but did not talk to every person involved in the training. They thought they had the employees' input and buy-in. What suggestions does the Committee have for improving the method of getting employee involvement and feedback?

The Committee suggested that the Kraft Mill may want to talk to the crews and get suggestions from them as to how they would have liked to have been involved.

The Union Standing Committee requested that in the future, employees from the department come with department management to present proposals to the Joint Standing Committee.

YARD CREW PAY RATES

(See the attached letter from John Adams for full explanation of proposal.) The Production Services department proposes to clean up the confusion around the start rate and 6 month rates in the Yard by eliminating those rates. The new rate structure would then be:

- Sr. Equipment Operator
- Equipment Operator
- Yardworker
- Laborer

When a Yardworker is set up as Equipment Operator, he then would be paid the Equipment Operator rate, not a start or 6 month rate. This change does not change the number of people in the ladder, just the pay structure.

The department management reviewed how people have been paid, and found that the supervisor has been applying the rates consistently. People were paid fairly according to the department's understanding of the contract rates. There is no paper trail of why those rates were added into the contract or the intent of how the rates were to be administered. (The yard crew is not in job analysis.) Once it was brought to the Company's attention that there might be a problem, it was addressed.

The Union Standing Committee agrees with the proposal and appreciates the Company's generosity in being willing to do away with the lower 6 month and start rates. What will be done to fix the past problem, however? People had the experience to earn the higher rates but weren't paid it. The Union Standing Committee believed the Storeroom had experienced a similar situation in the past and had paid back pay. The Union Committee will try to research the intent behind the start and 6 month yard rates and decide if they will pursue the issue.

GRIEVANCES

The Local 1097 President encouraged the Standing Committee to really work through the grievances that come to second step and try to answer more of them at that level. More are being referred to the third step than should be. The Committee has quite an opportunity to deal with the root causes of issues and develop policies that should help the entire mill, so that we don't have to continually deal with the same issues in different departments.

He suggested that an upgrade to processing the grievances would be to have the appropriate shop steward and supervisor

and/or department head come to the Committee meeting. The Joint Committee agreed that would be an upgrade and will invite the appropriate individuals to the next meeting.

92-20: This grievance was answered and settled at the first step.

92-21: Employees had been directed by their supervisor to help the Utility Trucker gather and get ready for shipping some KDs. The employees believe they should be paid the Utility Trucker rate for those hours.

The first step answer indicated that they were not paid the higher rate because they had not assumed the duties and responsibilities of the utility trucker job, and they weren't expected or asked to load trucks. This type of task is within the duties of a Roll Buck with the exception that they went to other areas to pick up cases.

The Union Standing Committee believes that the employees were doing utility trucker tasks because the department had a deadline to meet and the utility truckers were busy and needed help. The employees were directed to assume the duties of a utility trucker and should be paid for that time at the utility trucker rate.

The Company Standing Committee would like to research some issues and discuss this at the next Standing Committee meeting (7/16/92).

92-22: There was no first step answer to this grievance, as the supervisor was on vacation and had evidently not designated someone to act in his absence. After waiting three weeks, the shop steward presented the grievance for second step consideration.

Employees believe that overtime was filled out of the appropriate job classification. An employee was scheduled to fill overtime, but was not qualified for the piece of equipment he would have had to operate. He was moved to a different machine that he was qualified to operate and other employees were shifted around.

The practice in the department is to post a schedule, and then within a job the supervisor and employees decide each day who will operate which machinery within that job classification.

The Union Standing Committee contends that employees cannot rotate machines on a daily basis if all the people aren't qualified to do all of the jobs/machines in the classification. "Job classification" does not mean being able to do just one machine/job/duty in a job classification, but all of them. (Refer to Standing Committee minutes,

1976.)

The department is looking at scheduling jobs instead of names on the schedule, as that may help eliminate this problem.

The Joint Committee agreed to refer this back to the first step. If it is not resolved there, the Committee will discuss it again at the 7/16/92 meeting.

3 & 4 PAPER MACHINE EMPLOYEE

An employee on the wrap line has developed an allergy to the poly used in wrapping the rolls that triggers an asthmatic reaction. He has been wearing a respirator while working that seems to be correcting the problem, but is concerned about having to wear it all the time he's at work and it is uncomfortable.

The employee has requested he be allowed to put his name on bids and use his seniority to bid out of the department. (Section 25, D 4.a.) The Company notified the Union Standing Committee that this would be done.

The Joint Committee also discussed some of the other options available to the employee in the meantime. If he chooses, he can request to be moved to the Labor Pool until such time as he can bid into another department. Or, he can continue to work on the paper machine, wearing the respirator, until he can bid out, as long as his physician says that it is okay for him to continue to work in that environment. The Company expressed some concern that there might be some OSHA regulations governing the prolonged use of a respirator and would follow up on that.

Absent a directive by his physician or OSHA that he could not work with the respirator, there is nothing the Committee can do other than let the employee know he can choose to be moved to the Labor Pool while he waits to get a bid out.

CONVERTING START TIME

Converting management was exploring changing the start time of the department from 7:30 to 7:00 and eliminate the courtesy relief, clocking in no earlier than 6:45. The reasoning is that courtesy relief causes confusion for holidays and pay, consistency, and potential audit problems if the time clock records show people have punched in earlier than are being paid for. Most people in the department courtesy relieve at 7:00, so management thought they'd change the start time to what people are doing.

The Union Standing Committee suggested the department tell employees that they are doing away with courtesy relief, and then ask the employees what start time they want. If the department does change their starting time, there would have

to be a commitment that they won't want to change it back after a year or so.

The department needs to post notices and be sure to communicate to employees that they are eliminating the courtesy relief. Once the start time is agreed upon, post that throughout the department, since the contract references 8:00 as a start time.

They also suggested we do away with time clocks. We have them because it is easier to track overtime and pay, and probably is a payroll efficiency issue. The Committee will contact St. Francisville to find out how they got rid of their time clocks and how they are doing payroll without them. Beth Colby will also be invited to one of the next Committee meetings to discuss this idea.

NO-CALL NO-SHOW DISCIPLINE POLICIES

There are differences between departments as to how no-call no-show situations are handled. The Standing Committee has said they would try to give some guidance to the Mill, and still needs to do so.

The Union Standing Committee said they would like to see a policy that would allow some flexibility and understanding rather than an inflexible policy.

Members of the Joint Committee will work on drafting a policy to review with the full committee.

NOTIFICATION OF CHANGE IN SCHEDULE

A situation came up in Converting where an employee checked the schedule when they came in on days on a Friday. At that time they were not scheduled for overtime. Later the schedule was revised and he was scheduled for overtime, but he did not look at the schedule again. When he did not report to work or call in on the day he was supposed to work overtime, he was recorded as a no-call no-show and was disciplined.

The Union Standing Committee believes that it is the supervisor's responsibility to notify an employee that the schedule was changed after it was posted. The Company Standing Committee believes it is a shared responsibility - the employees have the responsibility to look at the schedule at least until the final one is posted on Friday, and the supervisor and/or scheduler should also make an effort to communicate changes to employees, especially after the final schedule is posted.

The practice is different in each department - some supervisors always verbally notify their employees, others don't. The Standing Committee should establish a mill policy regarding schedules and notification so it is done

consistently and everyone knows what their responsibility is.

Members of the Joint Committee will write a draft policy to review with the full committee.

REQUEST TO EXTEND TIME OUT OF BARGAINING UNIT

Gary Tucker requested that Dick Rogers' time out of the bargaining unit to be extended an additional 60 days, through August 31, 1992. This will enable Dick to complete the project he has been working on. The Standing Committee agrees to extend the time to August 31 only.

The Union Standing Committee notified the Company that they will not be granting extensions any more except in extremely rare situations, such as when it is known before a project starts that it will be longer than 6 months. When someone reaches 800 hours out of the bargaining unit, the Company should start training someone else to take over the project when that person reaches their 1000 hours.

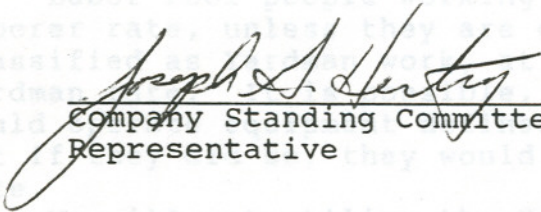
QUICK STOCK AND BAGGING PAY RATES

Converting management proposed the following pay rate structure:

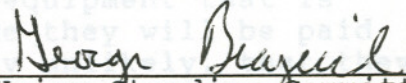
Bagging/Quick Stock - Annex	Annex rate
Bagging/Quick Stock - Main Floor	Main Floor rate
Quick Stock - Box Facial	Roll Loader rate
Bagging/Quick Stock - Consumer	Consumer rate

This will be posted in the department.

NEXT MEETING: The next meeting will be July 16 starting at 9:00 a.m.



Company Standing Committee
Representative



Union Standing Committee
Representative

**JAMES RIVER CORPORATION
WAUNA MILL**

INTRA-COMPANY MEMO

DATE: July 2, 1992

FROM: J.H. Adams

TO: Wauna Standing Committee - Pers.

SUBJECT: YARD PROGRESSION LADDER

It is our intention to administer the Yard Progression ladder in the following manner:

A new employee in the Yard will be blue slipped at the Laborer rate until he is fully qualified to operate every piece of equipment defined in the Yardman classification. During this period when he (or she) does work that is defined as Yardman work, he will be paid Yardman wages if he is doing it on his own, and is not in training.

When the employee is qualified to operate all of the Yardman equipment on his own, he will be blue slipped as a Yardman. Management will determine and document these qualifications, based on pre-established criteria.

When the employee's seniority dictates that he occupy an Equipment Operator position, he will be blue slipped there. By that time he will have qualified to operate the equipment associated with that position. He will move through the different pieces of equipment as his seniority dictates at the same pay rate until he becomes the Senior Equipment Operator.

The Senior Equipment Operator is qualified to operate any piece of equipment in the Yard, and is the senior person. He will normally operate equipment, but may perform hourly leadman duties as requested. In his absence the next senior person will move up into his rate.

Labor Pool people working in the Yard will be paid Laborer rate, unless they are operating equipment that is classified as Yardman work, at which time they will be paid Yardman rate. It is possible, but highly unlikely, that they would operate equipment defined as Equipment Operator work, but if they did so, they would be paid Equipment Operator rate.

We will not utilize the Equipment Operator (Start) or Equipment Operator (6 mo.) pay rates.

JRCORP:Wauna

JHA:ja

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cc: J. Hertig - Pers.
T. Norvell - Pers.
R. Ollila - Yard