

STANDING COMMITTEE MEETING MINUTES

August 18, 1999

Present:

USC – Roland Lee, Kris Indergard, Stuart Potter, Larry Reandeau

MSC – Keith Larson, James Paulson, Mark Schneider, Shawn Wood, Frank Walsh,
Darren Curley (scribe)

Agenda:

1. Grievances: 99-09, 99-11, 99-12, 99-13
2. Testing for Oilers
3. Shift Millwrights
4. Payroll, Timecards/Racks & E.P.S.S. (Employee Payroll & Scheduling System.)
5. Kevlar Gloves - 1&2 Paper Machines
6. Stores Blue Slip - Vacation Relief 9/1/99
7. Trained Relief for #3&4 Paper Machines Materials Handler
8. Freeze Requests - Shipping
9. Clarification - #5 Paper Machine 4th Operator Memo
10. Labor Day Schedule
11. Mill Air Compression Fire
12. Extra Work Call-In List

1. Grievances:

99-09: Oiler Grievance

- USC - To Third Step to resolve pay issue.

99-11: Mechanics Work - #3 Pressure Screen

- MSC - Operations needed screen covers pulled for inspection. Maintenance had not finished other jobs. Operations had people available to do the job, which is done at times by the Paper Machines crews.
- USC - Maintenance was sending mechanics back to their area as jobs were completed. Could have re-directed them to this job.
- MSC - Does not agree with the desired settlement.
- USC - At issue is that the two mechanics assigned to do the job were on the floor next to the pressure screen while operators were working on the job. Desired settlement - 1 hour straight time pay to the two mechanics.
- MSC - Needs to follow-up on communications exchange between Operations and Maintenance.

99-12: Scheduling/O.T. Call-In - D. Arney

- USC - Department call-in guidelines were not followed. Once overtime is required, management needs to follow call-in guidelines.
- MSC - Call was made to correct operation problem from previous shift, not to fill ladder vacancy. Employees, not supervision made the call. Will do some more follow-up on the issue.

99-13: Scheduling/O.T. Call-In - J. Fielding

- **USC** - Employee who was in the Mill to pick up check, should have been sent away when he went up to 3&4 Paper Machine Department in inappropriate safety attire. The employee looked at the job and said it was not an instrument job. Later a second Instrument Mechanic was called in agreed that it was not an Instrument job, but helped the Shift Electrician fix the problem.
- **MSC** - Will investigate and respond next month.

2. Testing for Oilers

- **USC** - Grievance now filed. Does not believe Nowlin testing package is required for "basic knowledge" to become an Oiler, as is required for Maintenance.
- **MSC** - Seeks to clarify history of testing for entry as Oiler. Interim tests are not required tests. They are designed to help pass final Senior Oiler test at the end of the two-year training period. Agrees that the Oiler progression is not an apprentice program and that tests are not required to progress to higher pay rates.
- **USC** - Wants to know how test changes were made without JSC approval.

3. Shift Millwrights

- **MSC - S. Wood** reviewed the attached proposal for new Shift Millwright Policy.
- **USC** - Voiced concern about statement about vacation policy. The **USC** believes that "senior" mechanics should be given vacation preference.
- **MSC** - Does not believe this vacation scheduling differs from different area quotas now in place. Will monitor downtime, call-ins, and general feedback to determine success of this policy. **S. Wood** will be reviewing this policy with the current Shift Millwrights before enacting.
- **USC** - States they view this policy as ill advised and feel the operation of the Mill may suffer as a result.

4. Payroll, Time Cards/Racks & E.P.S.S. (Employee Payroll & Scheduling System)

- **MSC** - At this time we have three different systems, and they are not Y2K compliant. 1.) The hourly Payroll is upgrading to the Lawson 7.1.2 Payroll System. The only change to what employees see now will be that shift differential will not show up as a separate line item. The transition will occur on September 27th. 2.) The Employee Access System will be modified to the E.P.S.S. after September 27th. 3.) New Time Cards/Card Racks - We will be changing to proximity cards instead of the readable mag stripe cards we have currently. The employee's name will be displayed to indicate card has been read. The new cards will be available on August 23rd, and we will begin using them on August 24th. New clocks can display messages at time of punch, if necessary. This will take some additional programming time. In the future the card racks will be eliminated and employees will carry their cards with them. Card racks will not be removed until the messaging system is available.
- **USC** - Requests that the time card racks not be removed until the "dust has settled", and suggests that the racks do have value.

5. Kevlar Gloves - #1&2 Paper Machines

- MSC - #1&2 Paper Machines has established a new department safety rule to use Kevlar cut resistant (not cut proof) gloves while slabbing reels of paper or while using the skinner and Stanley knife.

6. Stores Blue Slip - Vacation Relief 9/1/99

- JSC - Employee affected by job elimination in Stores will have grandfather rights to the next opening in Stores and will maintain current rate of pay.

7. Trained Relief for #3&4 Paper Machines Materials Handler

- MSC - Position is primarily a #3&4 Paper Machines job and is more easily scheduled out of #3&4 PM ladder. (Currently two employees from #3&4 PM are trained.)
- USC - Concerned that this may cause a hardship to #3&4 PM crews for vacation allotment.

8. Freeze Requests - Shipping

- JSC - Authorizes two (2) freeze requests in the Shipping Department.

9. Clarification of #5 Paper Machine 4th Operator Memo

- MSC – M/C ladder is a 5 position ladder. Three (3) extra Machine Assistants are sufficient to cover vacation load for the department. **M. Schneider** will finalize implementation of this and discuss with JSC.

10. Labor Day Schedule

- MSC – Converting Department will run over the Labor Day Holiday according to the attached schedule.

11. Mill Air Compressor Fire

- USC - Still need investigation and plan.
- MSC - Plan to complete audit and report by August 31, 1999.

12. Extra Work Call-In List

- USC - Wishes to discuss at the next meeting.

Next Meeting: (Note: 4th instead of 3rd Wednesday of the month), September 22, 1999

for the Union

Date

for Management

Date