

STANDING COMMITTEE MINUTES
September 9, 1992

Present were: Larry Reandeau, Billy Taylor, Kris Keeler, Dave Viera, Gene Dixon, George Brajcich, Joe Hertig, John Melink, Al Grantham, Terri Opsahl, Trisha Norvell.

Agenda:

1. Kraft Mill Training
2. Employee Termination Appeal
3. Call Time Interpretation
4. Shift Maintenance Relief Position
5. One Year Language
6. Kaiser Up-date
7. Interviewers-Oiler Job
8. Oilers' Qualifications
9. Vacations
10. Mtce. Work in Converting
11. Woodmill/Log Loading
12. Technical/Memorandum of Agreement
13. Holiday Pay in Converting
14. Guidelines/Returning to Work
15. Guidelines/Short Notice FH's
16. Change in Start Time/Plant Protection
17. Short Notice Meetings for Standing Committee Members
18. HHT Adjustor Training
19. College Help Continuing Employment

1. Kraft Mill Training: The Committee discussed training issues with Barney Wheeler. The Kraft Mill is currently providing extra training, on a "one on one", basis to an employee whose job performance has resulted in operations problems and additional employee exposure to chlorine and chlorine dioxide. The Kraft Mill will provide the Standing Committee with an update on this employee's progress.

The Committee discussed the visit to the Kraft Mill by DOT officers. The Kraft Mill was advised that the chlorine cars must be attended on a 24 hour basis by persons trained to stop the flow of chlorine should it occur. Management is currently seeking clarification of the DOT requirement from legal counsel. Barney will be prepared to report back to the Standing Committee in September regarding the action plan to be in compliance.

2. Employee Termination Appeal: The Union Standing Committee requested that the appeals process in the termination of an employee be held timely until the October Standing Committee. (Following the Standing Committee meeting the Company

determined that the termination, based on cause for immediate discharge, was appropriate. The Company is not willing to hold the appeals process timely beyond the time set forth in the Labor Agreement.)

3. Call Time Interpretation: The Tissue Machine Crews came in an hour early on Labor Day for a meeting. They were paid one call time. The Union presented their position that the Labor Agreement requires a Call Time to be paid for hours worked in each distinct shift and that the Tissue Machine Crews should have been paid two Call Times. The Call Times will be paid. The Union Standing Committee noted that when a scheduling error is made and the crews are aware of the error, it should be brought to the attention of the supervisor immediately and not after the fact.

4. Shift Millwright Relief: The Union Standing Committee suggested that the Mechanics Committee and Maintenance Superintendents review the 1985 agreement on the selection process for Relief Shift Millwrights and bring proposed changes to the Standing Committee before any revisions are made. An opening which will be created with a retirement of a Shift Millwright will be filled per the 1985 agreement.

5. One Year Language: The Standing Committee discussed the basis for the "One Year Language" pertaining to the removal of disciplinary action from the employee's personnel file, with the exception of suspensions and attendance records, after one year has elapsed with no further record of discipline. The language refers only to the files in the Personnel/Human Resources office.

The Union Standing Committee emphasized the importance of employees being informed when issues regarding their performance are moving toward being addressed with disciplinary action. Such communication with employees will assure that the employee knows what the issues are and the performance that needs to be corrected; that communication may allow the employee to correct the performance issue and avoid formal discipline.

The Union Standing Committee asked that Department Superintendents contact the Human Resources Department, prior to taking disciplinary action, to check the employee's personnel file for any active record of discipline.

The Union Standing Committee asked that the minutes of this Standing Committee meeting reflect the 1978 Labor Agreement language which confirms employees' rights to purge their personnel file every 12 months. The intent of that language was to assure that any documentation removed through this process will not be used at a later date as a basis for further disciplinary action.

The Company Standing Committee agrees with the intent of the language. However, management maintains the right to look at each incident for which discipline is intended, in terms of its severity and refer to past incidents when appropriate. The level of seriousness will determine the level of disciplinary action.

6. Kaiser Update: The Standing Committees remain concerned about the level and timeliness of care being provided to an employee. The Joint H&W/Cost Management Committee is attending a meeting with other James River Joint Committees on September 16, 1992. A Kaiser physician is the featured speaker and other Kaiser staff will be present. Following the general meeting, the Committee will have an opportunity to meet with the Kaiser staff persons to discuss our joint concerns.

7. Interviewers for the Oiler Job: Discussion of this issue will be postponed until the October meeting.

8. Oiler Qualifications: The Union Standing Committee's perception is that the Company has imposed millwright qualifications on the Oiler Helper selection process. The Company maintains that there are similar skills required of Oilers and that we negotiated the selection process for Oilers to better ensure the selection of an Oiler Helper who would be successful in that job. Both the Union and Company Standing Committees will pursue additional background information regarding the intent of the language which was negotiated.

Grievance #92-24 is related to the Oiler Helper Selection. The grievant was denied access to the selection process on the basis of not having attended the required informational meeting. The grievant stated that the letter relating to that meeting was never delivered to her address. The Union Standing Committee requested that the grievant be admitted into the Oiler Helper Selection Process.

9. Vacations/Sr. Moves: The Standing Committee confirmed that when a person is on vacation and a senior move occurs during that vacation which would require a shift change, the employee is not eligible for that senior move. When a senior move occurs which will occur on the person's shift, the employee will return from vacation to the senior position.

10. Maintenance Work in Converting: The grievance remains at the first step because the parties have not been successful in their efforts to get together to discuss the issues. John Melink is in the process of answering the grievance at the first step.

11. Woodmill Log Loading: Logs came into the Wauna Mill from Alaska. In the load there were six bundles of spruce logs

owned by Boise Cascade. Boise Cascade brought trucks in and we loaded them. Two weeks later, another Alaska hemlock barge arrived at Wauna. Of the 350 bundles total, 180 bundles were owned by Young and Morgan of Mill City. Carl Lang stated that we did not have the equipment necessary to load those logs. It requires a grapple crane, which we do not have. The Wauna Mill has a laterno log stacker which is inappropriate to load that number of trucks. It takes approximately one hour per truck to load with the laterno and it takes approximately 10 to 15 minutes to load a truck with the grapple crane. There is no intention to repeat this incident.

12. Technical/Memorandum of Agreement: The memorandum needs to be re-written to reflect the job titles rather than the individual incumbents in the jobs. Joe Hertig will write the corrected memorandum.

13. Holiday Pay/Converting: Joe Hertig will contact the Supervisor and Payroll to make an employee whole. The employee was improperly paid Holiday Pay for July 3rd and 4th.

14. Guidelines for Returning to Work: Joe Hertig distributed the first draft of a policy for returning to work after an illness or accident, and a first draft of a policy for granting short notice Floating Holidays. The drafts will be reviewed with department heads as soon as possible.

15. Plant Protection/Change in Start Time: An employee in the department has requested a change in start time from 7:00 a.m. to 5:00 a.m., Monday and Tuesday of each week. The change was requested to meet this individual's child care needs. The Union and the Company will sign a memorandum of agreement which waives the penalties for coming in two hours into the graveyard shift. This agreement applies only to this individual and a relief will work the regular day shift hours.

16. Short Notice Meetings Involving Standing Committee Members: The hardship caused to departments by short notice meetings is noted. The Human Resources Department commits to coordinating the needs of the departments with the importance of having the Standing Committee member present at specified meetings.

17. Household Towel Adjustor Training: Al Rollins advised the Standing Committee of his intent to provide appropriate training to HHT Adjustors and Operator Adjustors. He reviewed the training manual that has been prepared with the help of some of the adjustors. The manual is a first draft and it includes descriptions of some of the tasks and skills required to properly perform adjustor work on various pieces of equipment. The work on the training program is on-going



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and will be completed with input from all of the Adjustors and Operator Adjustors.

Larry A. Resendean

Union Stdg. Comm. Member

Joe Nestig (rtd)

Company Stdg. Comm. Member

This memorandum will confirm the agreement of the Company and Union Standing Committee, Local 1097, U.P.I.U., on Sabresher



JAMES RIVER CORPORATION

WAUNA MILL

Clatskanie, Oregon 97016 (503) 455-2221

MEMORANDUM OF AGREEMENT

This memorandum will confirm the agreement of the Company and Union Standing Committee, Local 1097, U.P.I.U., on September 10, 1992, to the request of Jeff Stone to change his starting time from 7 a.m. to 5 a.m. on Monday and Tuesday of each work week while in the position of Fireman/Inspector.

The company will establish the date on which the change to the new schedule will occur.

Inasmuch as this change in starting time is for the convenience of the employee, the company will not incur any additional costs in order to accommodate this change. Further, the Company reserves the right to revoke this agreement if it is deemed that this modified work schedule conflicts with fulfilling necessary job responsibilities.

This memorandum applies only to Jeff Stone and would not apply to anyone else coming into this position.

Dated this 10th day of September, 1992.

Larry A. Beaudreau
Union Standing Committee

Joseph A. Heitz
Company Standing Committee

cc: J. Svenson
Payroll
Standing Committee
Local 1097



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WAUNA MILL

Clatskanie, Oregon 97016 (503) 455-2221

MEMORANDUM OF AGREEMENT


This memorandum will confirm the agreement of the Company and Union Standing Committee, Local 1097, U.P.I.U., on August 25, 1992, to the request that Technical Department jobs of Quality Technician and Senior Quality Technician, currently being filled by Gary Weir and Jim Rhoades respectively, be allowed to perform their jobs working a 10 hour shift, 4 days a week. The Union Standing Committee agrees to waive the 2 hours of overtime. Their hours of work will be from 7:00 a.m. to 5:00 p.m.

The company will establish the date on which the change to the new schedule will occur.

This memorandum supersedes the previous agreement on this same subject incorporated into the Standing Committee minutes of August 25, 1992.

Dated this 10th day of September, 1992.


Union Standing Committee


Company Standing Committee

cc: Carl Altree
Gary Weir
Jim Rhoades
Mike Woods
Payroll
Standing Committee
Local 1097

JAMES RIVER CORPORATION

Intra-Company Memo

Date: September 15, 1992

To: Standing Committee

From: Al Rollins

Subject: Household Towel

It is my intention to formalize the Household Towel Adjuster Training Program. The current training procedure is centered around time in the ladder, and on the job training. Where this method does over time enable a person to function as an adjuster, it also unduly places the burden of training on the individual.

The process that we will use to develop a comprehensive training program has five steps;

1. Perform Work Analysis for the Adjuster Position. (This is a generic analysis and will cover both the Head Adjuster and the Operator Adjuster positions)
2. Accumulation of data and information to support the tasks defined in the Work analysis.
3. Skills assessment on an individual basis.
4. Training both for individuals and as groups.
5. Individual training assessment and follow up training.

Currently we are working on step one, the Work Analysis. Timing to complete steps 1 and 2 is in the range of four months. Steps 3 through 5 will take forever.

The ground work for step 1 is being done by Tom Long. When completed it will be distributed to the Household Towel Adjusters for input. From this point forward we would expect extensive input from those people who are currently in the adjuster positions.

Because the complexity of the areas equipment changes on a steady basis, we would expect that both the Work Analysis and required skills to perform the job to change over time.


cc: JDC

Shift Supervisors
Household Towel Adjusters