

Standing Committee Minutes  
October 16, 1990

Those in Attendance; Dick Davis, Carl Lang, Linda Raynor, Bill Taylor, Larry Reandeau, Gene Dixon, Jim Crowson, Frank Darling, Trisha Norvell and Mike Wendling.

Agenda Items:

1. Relief Supervisors Responsibility.
2. Compressed Language.
3. Second Step Grievance 90-13.
4. H/S/M Committee and Cost Comparisons.
5. Unitizing Self Managed Work System.
6. Schedule Time Change; Core Job, 3&4 P.M.
7. Standing Committee Audit.
8. Freeze Requests.
9. Recording Reprimands and Suspensions.
10. Maintenance Journeyman Assigned to M.I.S.
11. Maintenance Helper Selection.

Relief Supervisors Responsibility

There is concern in some departments when hourly employees take on the responsibility of doing the work schedule which may include approving or denying vacations. There is a basic belief that scheduling is managements responsibility and therefore can be a sensitive subject when evolving work systems that allow employees this authority. It must be recognized by management as a sensitive Labor/Management issue and be dealt with in a manner that resolves the concerns and issues. For instance; "its not in my job description", should I get more pay, how does this impact job analysis, is this contractual. At this time, as long as the employee is being paid as a relief supervisor, the employee may schedule without creating issues.

Compressed Language

There are several issues that need to be resolved with regards to the compressed schedule and the current contract interpretation. These issues are; shift worked Monday establishes your day off, varying the shift worked, and floating holidays accrued. It was decided for two individuals to develop some language that would be brought back to this group for resolution.



## Second Step Grievance 90-13

There was considerable discussion regarding the appropriateness of a letter of discussion that was given to an employee. The Standing Committee agreed that it seemed appropriate to meet with the employee and the supervisor, to discuss the issues and concerns raised by the employee and the supervisor, in order to resolve this grievance. A Company and Union Standing Committee member will facilitate this meeting, with the intention to resolve the issues to the satisfaction of both parties.

## H/S/M Committee and Cost Comparisons

At the next Standing Committee Meeting in November, we will discuss the role of the joint cost containment committee. It is also that time of the year to calculate the cost of the Aetna insurance plan against the HMO plans, to determine employee contributions. For the Aetna plan we will exclude the cost of benefits paid that were not covered benefits of the plan but paid on an exception basis.

## Unitizing Self Managed Work System

John Adams reviewed with the Standing Committee plans to move towards a Self Managed work system. John has reviewed this with the Unitizer Coordinators and intends to share this with the unitizing crew. The Standing Committee would like to keep informed of the progress.

## Schedule Time Change for Core Makers and 3&4 P.M.

The Compressed workers in the core department who work only day shift have requested to start at an earlier time for their convenience. There was no objection to this request to be handled on an individual basis. 3&4 Paper Machines, Stock Prep. and Technical are requesting to change their starting time to 7:00 providing that employees do not punch in sooner than twenty minutes before the hour. The Standing Committee could see no problem with this request providing effected departments had no problem with this change.

## Standing Committee Walk Thru

The Standing Committee on 10/15/90 visited with employees in Converting to get a sense of the work environment and the issues that employees may have. The Standing Committee is very appreciative of employees who spoke open and honestly. Unfortunately we were not able to talk with everyone. Attached are notes of the visit and responses to some questions.



### Freeze Requests

The Standing Committee has agreed to a freeze request dated 10/2/90 in the Utilities Department. An employee who was previously frozen by the Company will be given an additional opportunity to promote up the progression ladder, providing the employee can demonstrate qualifications.

### Recording Reprimands and Suspensions

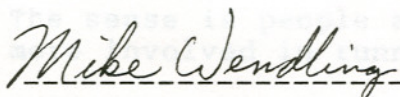
The Company will insure that reprimands and suspensions be written in separate documents and filed as such in the employees file.

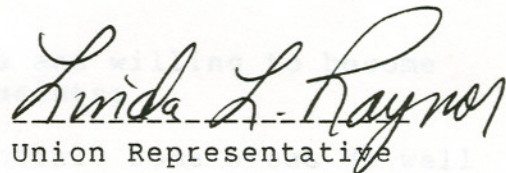
### Maintenance Journeyman assigned to M.I.S.

To be discussed at the next meeting.

### Maintenance Helper Selection Process

The Company and Union will discuss this topic as a part of the future negotiations.

  
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Company Representative

  
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Union Representative

cc Standing Committee  
W.S.G.  
Department Heads  
Shop Stewards  
Local 1097  
Kay Crist  
Payroll  
Jamie Baker  
Posted in Depts.



Standing Committee Visit  
Converting  
10/15/90

General Comments of Employees or Impressions

Employees are generally satisfied with the work environment and working at Wauna.

The focus of "Quality" was recognized among employees as improving.

Safety Program, good and working.

Employees like the compressed shift.

There is an opportunity to create a process to allow people to become more involved in setting the priorities of maintenance work, or at least give people feedback on the recommendations made.

Some opportunity to improve communication skills between crew members.

The sense is people are capable and willing to become more involved in running the business.

Giving people feedback is essential. Some areas do well others need improvement.

Maintaining crew continuity is beneficial.

Rumor has it that the compressed shift is going away, and sometimes is used as a threat to get things done.

Unitizer backs up- Frustrating!

Negotiations- Whats Happening!

Whats the new tardy policy in converting.

Performance reviews may tend to blame things out of peoples control.

In general morale and communications are good. Happiness and Pride is apparent.

Box Facial interface with supervision is difficult due to the differing shifts.

Some people did not know who the Standing Committee is or what it does.

Liked the Standing Committee visit.

Whats Job analysis and how does it work?

Some of the questions can be answered directly by the Standing Committee, (and we intend to do so in the near future) other items will need response from Converting department management or other employees. Communicating to you the responses of some of the employees in Converting seemed to be the first job. We hope in the future to talk with other crews.

Standing Committee