

Standing Committee Minutes

November 16, 1994

schedules. The vacation pay will still be on a separate check and will still be taxed separately; the only change is that they will only be available when the regular bi-weekly

**STANDING COMMITTEE MINUTES**

Emergency vacations, i.e. death in the family, etc. can have a manual check out, the current system. This change will go into effect on November

**NOVEMBER 16, 1994**

In attendance were Jim Lepin, Doug Campbell, George Brajcich, Tim Winn, Bob Sullivan, Billy Taylor, Gene Dixon, and Shelley Prouty.

Items discussed:

1. Lawson payroll system update
  - vacation checks
  - meal tickets
2. Shipping progression ladder changes
  - temporary double staffing
  - reduction in ladder
3. Grievances 94-41, 42, 43 Holiday and change in wait schedule
4. Scheduling task group
5. WTCO announcement
6. Wauna rail spur used by BPA - notification to Union
7. Staffing, 3/4/5 Toilet Tissue
8. One time bump draft agreement
9. Grievance 94-40, operators doing maintenance work
10. Grievance 94-50, temporary employees
11. Grievance 94-51, supervisor cleaning weed eater
12. Grievance 94-52, call time
13. Converting schedule over Thanksgiving
14. Drug and alcohol protocol - smell of alcohol
15. Memorandum of Agreement - first step grievances

**1. LAWSON PAYROLL SYSTEM UPDATE**

Management presented a proposal to change the timing for paying vacations. Currently, vacation checks are cut each week. The proposal is to do only one payroll processing and pay vacations on the regular bi-weekly

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schedule. The vacation pay will still be on a separate check and will still be taxed separately; the only change is that they will only be available when the regular bi-weekly checks are available. Emergency vacations, i.e. death in the family, etc. can have a manual check cut, just as we do under the current system. *This change will go into effect on November 28, 1994.*

A second proposal by management was to put the dollar value of the meal ticket on a person's paycheck and eliminate the need for the voucher. This would save the accounting department money by reducing the time it takes to handle meal tickets, and it would allow employees to use the money earned at any restaurant they want, not just the ones on the list.

The USC did not believe the Standing Committee has the authority to make a change like that - it will have to wait until negotiations.

**2. SHIPPING PROGRESSION LADDER CHANGES**

**TEMPORARY DOUBLE STAFFING:**

The WTCO strike has caused some problems for the shipping department as it has increased the number of trucks in and out of Wauna each day. This has leveled out recently, but we are currently experiencing a surge in demand and need additional coverage on the week days. Management plans to return to double staffing in one position of the ladder on nights five days per week, and double staffing on day shift seven days per week.

Management plans to assign two people to work a compressed schedule, all day shifts. One person will be assigned to work compressed night shifts. One additional person will be assigned to work 8 hours of the night shift, Monday through Friday. The next senior person from the blue slipped relief pool is the

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one that would be assigned the 8 hour Monday through Friday shifts.

It is expected that this arrangement will last for about a four week period after Thanksgiving.

The person working the 8 hour shift would be eligible for overtime on weekends and if 12 hour coverage was needed on a day during the week. If, during this time period, the person who's been assigned 8 hour shifts is assigned 12 hours, all 12 hours would be paid at the blue slip rate.

The USC saw no contractual problems with this scheduling proposal.

**SHIPPING LADDER REDUCTIONS:**

Management officially notified the Union that the shipping ladder will be reduced by one utility position by the end of 1994.

**3. GRIEVANCES 94-41, 42, 43 HOLIDAY AND CHANGE IN SCHEDULE**

The USC asked what days the grievants would have worked had there not been a holiday that week. The department manager will find out and will review with Human Resources, who will respond at the next meeting.

**4. SCHEDULING TASK GROUP**

A group has been formed that will surface and address the scheduling issues and questions that exist and that we seem to be re-addressing on a regular basis. It consists of the department schedulers, HR representatives, and Billy Taylor, Dan Duvall, Kris Keeler and Claude Weaver from the Union.

The Joint Committee identified some issues for this task group to work on, though this is not an exhaustive list:

1. A person is scheduled for multiple days, not on a crew, then adding a 4th day without penalties.

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2. A person is blue slipped to a progression ladder, is scheduled 2 days in his/her ladder and 1 or 2 days in another ladder through the labor pool - identify the process for doing that.

3. What happens when a person is scheduled 3 days, and then one day is canceled?

4. Issues/scenarios that are different for employees blue slipped to the labor pool versus those blue slipped to progression ladders. One example: the discussion over what constitutes a full week.

5. When should a department send a progression ladder blue slipped person to the labor pool for assignment?

6. When can and when cannot a person be assigned to and reassigned out of the labor pool? Example: a person is scheduled through the labor pool for four days (not on a crew) and later one day is canceled - what then?

7. Holidays - define, and identify how to schedule a holiday. Difference between a holiday and curtailment?

8. When curtailment is known ahead of time, versus a crash or short notice down - difference between a down and a curtailment?

9. The issue of scheduling out of one progression ladder into another. For example, from 3,4,5 TT to Box Facial in the same week.

**5. WTCO ANNOUNCEMENT**

Management notified the Union that all salaried employees would be back from supporting the WTCO strike by November 20, 1994. As of that date, hourly set-ups will again occur.

**6. WAUNA RAIL SPUR USED BY BPA**

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Management notified the Union that BPA would be removing a transmitter from their substation that is located at the Mill, using their people and their own equipment to load it on their rail car, using Wauna's railroad spur.

The Committees had no issue with this as there is a direct benefit to the Mill and the BPA was using their own equipment and own people.

**7. CONVERTING STAFFING - 3/4/5 TT**

Another utility operator position is needed in the 3/4/5 complex quickstocking area. The Utility operator will be running the semi-automatic bagger and will rotate through the other jobs in that classification. Management knows there will be a need for this extra position through mid-1995, and will be re-evaluating the need at that time. It may turn out that the position is needed to run the robotics, etc.

The Committee agreed that the persons with grandfather rights should be the first ones asked to fill this opening. If they refuse, since it is possibly only a temporary position, their grandfather rights are not voided. All employees, either grandfathered or on the bid list, should be made aware of the possible temporary nature of the position before they decide to take the job.

**8. ONE TIME BUMP DRAFT AGREEMENT**

The one time bump draft agreement has been reviewed with the department heads and the Steering Group. It was suggested, and jointly agreed to, that language should be added that states the expiration date of the agreement is July 1, 1996 if it is not superseded by the 4/1/95 contract.

This draft agreement will be presented to the Union members for a vote in the near future.

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**9. GRIEVANCE 94-40**

**DISCUSSION:**

The department management said that the operators went beyond the scope of what the supervisor asked them to do. The two hours pay requested by the mechanics grieving that the operators did maintenance work will not be paid.

**RESULT:**

No payment. The USC requested that supervisors discuss this with their crews and let them know that they are not to go beyond the scope of their job and what the supervisor directs.

**10. GRIEVANCE 94-50; TEMPORARY EMPLOYEES**

**DISCUSSION:**

Two regular employees' work was canceled, while two temporary (summer) employees were working in another progression ladder (quickstocking). It was learned that top management had committed at a Wauna Council meeting that no summer employees would be allowed to work if a regular employee was laid off. This was evidently not clearly communicated to the department schedulers.

**RESULT:**

Management will pay the two grievants, solely because the employees involved were summer employees. Schedulers will also be reminded to schedule people where their seniority entitles them to, and not to place people in other jobs to get them more hours or to accommodate a request by the employee.

MSC stated that the Committee needs to discuss boundaries regarding summer help and regular employees not working. Does it make sense to send summer employees in other departments home if converting goes down and lays employees off for the day or week, for example?

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11. GRIEVANCE 94-51; SUPERVISOR CLEANING WEED EATER

The MSC needs more information than what is supplied in the grievance. Who exactly was present? When and where did this occur?

The Joint Committee agreed to keep this grievance timely until the next meeting so both parties can get more information.

12. GRIEVANCE 94-52; CALL TIME

*DISCUSSION:*

An employee was originally not scheduled to work on a holiday, which fell on what would have been her crew's normal work day if the machines were running. She was later told to come in and work that day, and then the night before she was supposed to come in the work was canceled. The USC argued that because call time is intended to compensate employees for inconveniences, that a call time should be paid. MSC recognized the inconvenience, but there is no contract violation as a basis for paying a call time.

*RESULT:*

Grievance denied.

13. CONVERTING SCHEDULE OVER THANKSGIVING

Management notified the Union that they will be staffing the napkin machines that are running with the senior people from that shift that's working that day. The senior employees have the option that, if they are assigned the work, they can decline it (on the holiday) and the next senior person would be assigned.

It was agreed by the Joint Committee that departments will continue to schedule in accordance with their past practice and guidelines in this area until the Scheduling Task Group can work through this issue.

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The USC requested that the senior employees be asked if they want to work Thanksgiving, rather than scheduling them and then having them decline.

**14. DRUG AND ALCOHOL PROTOCOL - SMELL OF ALCOHOL**

The discussion at the morning meeting of department heads was a preliminary discussion and is NOT a final protocol/procedure. The information typed in the minutes of the morning meeting was about the proposed protocol and is not in place as policy.

The USC expressed concerns about supervisors documenting and keeping notes on employees. They want supervisors to be sure to tell their employees if there is a problem at the time it happens and not to write it down and drag it out later.

The USC stated that they do not support the draft protocol that was in the morning meeting minutes and reiterated their position that the negotiated agreement was that the smell of alcohol would trigger the observation process, not the testing process.

The MSC noted and understood the Union's issues and committed to communicate them to the appropriate managers.

**15. MEMORANDUM OF AGREEMENT - FIRST STEP GRIEVANCES**

The USC had been told that supervisors in Converting have been instructed to send ALL grievances to the Converting Superintendents and not to answer any themselves, which violates the principle of the memorandum of agreement.

Converting management says this perception is incorrect. Supervisors can and do answer and sometimes settle grievances at the first step.



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Gene Dixon  
Union Standing Committee

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