

STANDING COMMITTEE MEETING MINUTES

December 17, 1997

Present:

USC – Claude Weaver, Stuart Potter, George Brajcich, Bill Taylor, Kris Keeler, Dan Duvall, Larry Reandean
MSC - Tom McGuigan, Keith Larson, Frank Walsh, Mark Schneider, Norm Dittrich, Kathryn Sweet

Agenda:

1. Standing Committee Changes
2. Job Assignment
3. Meal Tickets
4. Work Schedule and pay rate while on special project in Kraft Mill
5. Special Assignments Mill-wide
6. Kraft Mill Call-In Procedure For Extra Work
7. Wood Processing Progression Ladders And Vacation Guidelines
8. Corrective Action/Safety Rule Violations
9. Aetna Denial of Insurance Coverage
10. Vacation Pay Tied To Blue Slip Rates
11. Escape Respirator Policy
12. Transferee Probationary Period (Napkin/BF)
13. Yard Crew Safety Rules
14. FMLA Requirements/Attendance Program
15. Napkin/Box Facial Holiday Schedule
16. Grievances: 97-25, 26, 28, 31, 32, 33, 34, 36, 37, 38, 39

I don't think this is right since issues is maybe sensitive - I know the issue is to

1. Standing Committee Changes

- ◆ USC requested that more detail be given on grievances, such as grievant's name, issue and resolution or status
But it still doesn't need to be published
- ◆ Minutes will be recorded during the meeting on flip charts, so that all members can see what will be part of the minutes
Please discuss at the next S.C.M.
- ◆ USC requested that any grievances be discussed first on the agenda
Thanks
- ◆ Stuart Potter will take Dan Duvall's place. Dan commended the group for its good work and Dan was thanked for his help and contributions over many years

2. Job Assignment

- ◆ Employee on full release but cannot work nights is moving in and out of schedule
- ◆ Issue to be discussed by Kris, Stuart, Mark, John Melink and Kay Crist

3. Meal Tickets

- ◆ USC will make recommendations at next meeting

4. Pay/Schedule While On Special Project

- ◆ Has worked 10 hours per day and 4 days per week (usually Mon-Thurs) since mid October
- ◆ Is paid 8 hours at recaught pay plus 2 hours overtime daily
- ◆ Has not received any meal tickets up to this point
- ◆ Parties are not able to make "side arrangements" for work schedule
- ◆ Meal tickets are due at 10 hours worked

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re-evaluate employee's schedule and anticipate length of special assignment and advise Standing Committee

5. Special Assignments Mill-wide

- ◆ Employees on special assignment are not necessarily out of the bargaining unit
- ◆ If the employee is getting paid a contract wage, then they are not out of the bargaining unit
- ◆ Emergency situations require an employee to do whatever is necessary
- ◆ Special arrangements and schedules need to be brought to Standing Committee for approval

6. Kraft Mill Call-In Procedure (For Extra Work)

- ◆ Approved with change to "extra work" see attached

7. Wood Processing Progression Ladders And Vacation Guidelines

- ◆ Revised progression ladder with seniority dates and vacation guidelines presented
- ◆ Claude, Larry, Bill, Kris and Carl Lang to discuss Monday to Monday vacation scheduling

8. Corrective Action/Safety Rule Violations-Charly Warren

- ◆ Don't want employees to "hide" accidents
- ◆ 1 out of 10 or 1 out of 13 accidents are due to safety rule violation
- ◆ employees who violate safety rules will have corrective action whether an accident occurred or not (corrective action to fit the situation)
- ◆ Continued awareness of safety rules will help us improve our prevention of accidents and injuries
- ◆ Need consistency with bells/warnings on machines (Converting issue)

9. Aetna Denial of Insurance Coverage

- ◆ Employee has custody of grandchildren, but custody is in employee's wife's name
- ◆ Aetna denied coverage because the custody is in the wife's name
- ◆ MSC will look into this and respond

10. Vacation Pay Tied To Blue Slip Rates

- ◆ USC questions how does Payroll calculate pay for vacation pay?
- ◆ Contract says "hours worked"
- ◆ Weighted average or compressed rate?
- ◆ Computation method of weighted average in vacation formula
- ◆ Bill and Dan will meet with Payroll and Tracy Trahan

11. Escape Respirator Policy

- ◆ Memo from Mike Woods (see attached)
- ◆ To first be reviewed with Groundwood and safety committees

12. Transferee Probationary Period

- ◆ MSC requests to extend probationary period by 3 tours (1 month) because employee missed portion of the probationary period due to PEO training and other assignments such as quick stock, hand packing and hyster driving
- ◆ USC not willing to extend probationary period because last review stated that employee was average or above in all categories

ard Crew Safety Rules

Memo attached

Need to clarify what is classified as "equipment"

14. FMLA Requirements/Attendance Program-Joe Hertig

- ◆ Requirements follow State and Federal guidelines
- ◆ "Three day rule" applies to employee's illness
- ◆ Caring for ill children can be for one day only if requires home care
- ◆ FMLA letter needs to be clarified/revise to note that it does not address insurance concerns
- ◆ Attendance program will be implemented on 1/1/98 at 2.5% and statistics will be monitored as program continues
- ◆ Need consistency for accounting for granted leave of absence
- ◆ Scheduling group, Steering committee to discuss issues around leaves of absence
- ◆ Need clarification of stress claims-MSA to review and respond

15. Napkin/Box Facial Holiday Schedule

- ◆ Mark explained that there will be a few machines curtailed between now and year-end. That information has been shared in N/BF Department

Grievances:

97-25: (L. Meadows) "Discrimination against frozen employees"

- ◆ USC withdraws

97-26: (L. Meadows) "Floating adjustors doing adjustor work"

- ◆ USC withdraws

97-28: (K. Radich) "Overtime in truck door"

- ◆ USC withdraws

97-31& 32: (B. Meatoga & B. Kangas) "Overtime in #1 & #2 PM"

- ◆ Memo from Doug Campbell
- ◆ USC will read and respond

97-33: (G. Scouten) "Operations doing maintenance work/wage rate"

- ◆ Hold

97-34: (G. Scouten) "Scheduled days off"

- ◆ USC states that he was following D crew and is due overtime pay for Thursday and Friday
- ◆ MSA response is the same as last month ie...
- ◆ USC refers to third step

97-36: (D. Thompson) "Floating adjustor pay"

- ◆ USC withdraws and recommends that grievant apply for Job Analysis

97-37: (L. Raynor) "Job posting for Storeroom relief"

- ◆ MSA will speak with Charley Hathaway and respond

: (R. Young) "Removal of letter of reprimand"
USC will research and respond

97-39: (S. Gaston) "Improper scheduling of labor pool employees"

- ◆ USC withdraws
- ◆ Labor pool weeks relatively evenly distributed

Next Meeting:

January 21, 1998 (Third Wednesday) at 10:00 AM.

Billy L. Taylor
Union Standing Committee

Keith Johnson 12/19/97
Management Standing Committee

12/15/97
12/16/97

December 15, 1997

KRAFT MILL CALL IN POLICY

This policy covers the call in procedure for workers who are needed to perform non operating tasks such as; extra help for clean-up of large spills, hole watch, stoking burn barrels, etc.

1. First consideration should be given to labor pool employees who would be laid off. It might be possible to utilize one or more labor pool employees along with an experienced Kraft Mill employee to ensure that the work progresses safely and efficiently. The labor pool employee would be paid on a straight time basis.
2. When overtime is required begin your call in list with the utility classification. Call all utilities who are available before moving on. (first and fourth then second and third day off).
3. Starting with the Bleach Assistant and working your way up the progression ladders call in first and fourth day off crews first, then second and third day off crews. Do not move up to the next classification until the clockroom attendant has met their requirements for contacting every person within that classification who are on off days.
4. If you have called everyone through the digester classification and still need more people then have the clockroom assistant use the extra work list first then the labor pool until you have enough people for the task. Extra work list employees will be paid overtime but not a call time. If there are not enough extra work list personnel and you have to go to full time labor pool employees who worked a full week then they get paid a call time and overtime.

Frank Walsh
12/9/97

12/17/97 to Stg Committee
12/18/97 to Council

December 15, 1997

To: Keith Larson - Human Resources

Cc: Bill Harrah - Human Resources
Dan Hickey - Groundwood

From: Mike Woods

Re: Escape Respirator Policy

We currently require people working inside the "Red Zone" to have "ready access" to escape respirators. This has been interpreted to mean attached to their person or in their tool box if it is quite near where they are working. The rule was initiated at a time when we used liquid chlorine and there was a significant risk of a rapidly developing, enveloping release.

Chlorine dioxide is stored as a solution, so its rate of evolution into a gas upon release is comparatively slow. Consequently, the chances of a rapidly developing, enveloping release are remote.

Sulfur dioxide is stored as a liquid in tanks outside the building. The system is simple, and the chances for a release are remote. The outside location makes it unlikely that a person would be trapped by a release.

With these points in mind, we propose to eliminate the requirement to carry escape respirators in the Red Zone. Instead, we propose to install well signed cabinets containing escape respirators at strategic locations in the Kraft Mill, Groundwood Mill, and Screen Room. We would not prohibit employees from carrying escape respirators if they so choose, but we would not require them to do so.

Would you please review this proposal with the Standing Committee. I have already reviewed it with the SAC, and they have no objection. The revised policy will not become effective until the boxes of respirators are in place.

Thanks.



12-17-97
Stdg Comm.

YARD SAFETY RULES

- *Hearing Protection will be worn when operating equipment.*
- *Eye protection will be worn when working or outside of equipment, while in the pulp mill area.*
- *Maximum speed limit on haul roads 20 MPH, inner mill is 10 MPH.*
- *NO! jumping off equipment.*
- *Equipment cabs, windshields and steps will be kept clean.*
- *Any damage to equipment will be reported immediately.*
- *C.B. Radio's will be on the designated channel and functional at all times.*
- *NO! Starting of equipment without first following the Standard Start-up Procedures.*
- *Report any minor injuries or near misses, immediately*
- *DO NOT smoke while fueling*
- *DO NOT overload machines e.g. 15 cy of sand in a 10-12 cy box*