

JOINT STANDING COMMITTEE MEETING MINUTES

February 20, 2002

Present:

USC – Mike Bouse, Larry Reandeau, Claude Weaver, Robert Manthe, Rick Erickson, Leroy Crabb

MSC – Keith Larson, Scott Beckstrom, Joe Hertig, Shawn Wood

Note: JSC = Joint Standing Committee, USC = Union Committee, MSC = Management Committee

Agenda:

1. Grievances: 01-30, 01-46, 02-01, 02-02, 02-03, 02-04, 02-05, 02-06
2. Numbering Grievances
3. CMMS
4. Floating Holiday Carryover
5. United Way Payroll Deductions
6. Personal Business
7. Seniority Lists
8. 401(k)
9. PEO Training
10. Last Chance Agreements
11. Policies
12. Authorized Employees
13. Administrative Suspensions
14. Retirement Plan
15. Employee on 60-day Bid
16. Contract Training
17. VPP
18. Integrated Leave Solutions
19. Employees with Permanent Work Restrictions
20. Shipping/Barging
21. Stores PO's

1. Grievances:

01-30: Scheduling

- **USC** – 3rd Step accepted. Grievance resolved.

01-38: Outside Contracting

- Verbal agreement for resolution, but no action.

01-46: Health Care Plans

- **USC** – The Company's answer was limited to 1 year. This is unacceptable to the Union so they will take the grievance to arbitration. By accepting the Company offer the Union gives up the negotiated PPO Plan and is forced to go on the company plan in 2003.
- **MSC** – Dick's letter is clarifying that the company plan may change in 2003. If the premium reduction amount is in disagreement (\$18.23/month) we would like to get the dollar amount calculated by the Union.

02-01 & 02-02: Attendance

- **USC** – In Converting, the old policy for meeting attendance was posted and in 1998 it said ‘failure to report to work would result in progressive discipline’ whereas the new policy states that ‘failure to report will result in a letter of reprimand’. Thought the progressive discipline would start below a letter of reprimand and should include attendance record consideration.
- **MSC** – Policy went through Standing Committee in May 2001, and there was no change in discipline steps.
- **USC** – These 2 employees have exemplary attendance records and if they make up the safety meeting the discipline should be removed from their record.
- **MSC** – If they would have called in they could have been excused. Other employees called in and were excused. Proposed that if the employees go to the make-up meeting the letter of reprimand will be reduced to a letter of discussion. Going forward the mill will apply policy as it is written.
- **USC** – Not acceptable. Union has issue with policy interpretation. Believes that employee’s attendance record should be considered and that case by case means attendance, not as J. Hertig explained as reasons for not calling in. Position is – starting at written reprimand for someone with less than 1.6% (or if missing the meeting put you over 1.6%) was too severe. Other areas have applied the policy differently and aren’t having a problem.
- These two grievances plus three more grievances in the same issue at first step to be referred to at the next meeting and held timely.

02-03: Shift Trade

- **USC** - Withdrawn

02-04: Internal Maintenance Transfer

- **USC** – Employee had a position on the P.M. E&I Maintenance Crew when #3 was running and when #3 p.m. was going to re-start he would have moved back. Performance issues have been checked out with co-workers who stated they had not had any problems with this employee.
- **MSC** – 99% of the time the transfer procedure works, but occasionally management needs to make some judgment calls.
- **USC** – Doesn’t have any solid reason from Company – place employee in job.
- **MSC** – Will follow-up.

02-06: Schedule Change

- **USC** – The way the schedule change occurred it looks like the employee is being punished and he is concerned how it looks on the floor. Could have been handled differently. **USC** wants the employee and the crew to understand why the move was made and that it wasn’t done as disciplinary action.
- **MSC** – Crew change was not discipline based.
- **USC** - Grievance resolved.

02-07: Disciplinary Action

- **USC** – Employees were not aware of Company phone policy and were under the impression that they were saving money for the company by using the 10-10-220 number. The employee was calling home on his breaks. Given that he was calling home, the policy wasn’t posted, hasn’t gone through Standing Committee, and there are a lot of employees who aren’t aware of the policy, the **USC** wants the discipline dropped and the word to get out that the mill has good rates from MCI. When you use 10-10-220 you don’t get the discount. It ends up costing a lot more than the advertisements would indicate.
- **MSC** – Number of calls and length of calls were excessive. Company will drop discipline to an oral discussion if he repays the money, and will make an effort to increase knowledge of policy.

- **USC** – Policy not well communicated/distributed and not understood by employees. Doesn't agree to pay back the charges. Proposes reducing discipline to an oral discussion and having employee repay ½ of the charges. Also, need to emphasize to the employee that 2-3 calls home/day are unacceptable.
- **MSC** – Agrees. Policy attached and will again be distributed.
- **USC** - Grievance resolved.

2. Numbering Grievances

- **USC** – Doesn't want to number appeals of discipline, but will use year and names for appeals. We will continue to use year and number for non-appeal grievances.
- **MSC** – Agreed.

3. CMMS

- Salaried Reliefs – Linda Raynor, Casey Studeman, Jim Bradfield. These three are moved into salaried relief positions for 18 months. This was approved by the Standing Committee.
- Other bargaining unit employees known to be on the project are Randy Thomas, Katie Meredith, and Larry Lefebvre. Possible additions to the project would be Dennis Leach, Mike Barber, and Don Thompson.
- There will be continuing discussions regarding moving these people in and out of the bargaining unit if there is a need in their department. This will be discussed further in March when the scope of the project is more defined.
- **USC** - The report that tracks employee time out of the bargaining unit is no longer available.
- **MSC** - Will have Mike Huff look into this issue again.

4. Floating Holiday Carry-over

- **USC** – Can we carry over four (4) Floating Holidays?
- **MSC** – We are comfortable with the current agreement of two (2).
- **USC** – Agreed.

5. United Way

- **MSC** – We believe that, with the 2/15/02 paycheck, the issue regarding the United Way deductions has been resolved. The correct deductions are happening and going to the correct agencies. It was a payroll problem, not a United Way problem. The JSC appreciates everyone's patience and commitment to the United Way.

6. Personal Business

- **USC** – Some employees don't feel comfortable discussing personal business with department managers. Can they talk to the nurse or to H.R.
- **MSC** – Yes, that's what the nurse and H.R. are for.
- **USC** – A lot of employees don't realize they can do this.
- **MSC** – For clarification, personal business is the same as sickness for calculation of absenteeism. We strongly encourage our employees to talk to the Department Manager first and only to H.R. if absolutely necessary.

7. Seniority List

- **USC** – Accuracy needs to be verified.
- **MSC** – Go ahead and mark-up list and bring it to Joe.
- **JSC** – There are at least a couple of problems. If any employee sees a discrepancy they should contact a Standing Committee member. L. Reandeau and J. Hertig will resolve issues.

8. 401(k)

- **USC** – Are the matches and dollar amounts the same as in our contract?
- **MSC** – Yes. The Union 401(k) money that didn't get posted has been posted with PACE. This was another payroll transition problem. Check your pay stubs to verify.

9. PEO Training

- **MSC** – We can't do live Fire Training on site, but are evaluating several options. Scheduling in a couple of areas has been a problem, and will be addressed with those departments. In regard to insurance, if anyone is injured it would be covered under Workers' Compensation which for most would be the maximum of \$645.00/week (non-taxable).
- **USC** – Issue is some kind of additional coverage in case they were injured in an offsite response. They wouldn't have same standard of living. Questions about injury if they were responding to an emergency off-site. **MSC** will take another look at this.
- **MSC** – Compensation – Naheola doesn't have job analysis, Halsey does and some jobs require that you be a PEO member. We want to keep it a volunteer staff here.
- **USC** – It's a volunteer group, but we're here for pay so we need to take their request seriously.
- **MSC** – These aren't final answers, we are still looking into it.

10. Last Chance Agreement

- **USC** – Standard form approach isn't the best. Each Last Chance Agreement should be tailor made to fit the situation. Should be developed jointly with the Union.
- **MSC** – In rare cases we may customize the LCA, but this is not the norm. The current form is based on widely accepted practices, but we will look at each case by case.
- **USC** - The Union was also disappointed with the change in EAP providers to Magellan. Isn't as good and when it's part of a LCA we are not getting what we used to with Cascade Centers. Magellan does not return calls etc.
- **MSC** - J. Hertig is aware of two problems. Company will pay close attention to these changes. Any feedback would be appreciated.

11. Policies

- **USC** – There are some policies that are being enforced, others that aren't. Some aren't posted.
- **MSC** – Recognize that we can continually do better and are working on it.

12. Authorized Employees Only Signs and Requirements

- **USC** – The problems extend beyond MCC's. Frequent tours depart from pedestrian aisles and routes.
- **MSC** – Will try to follow-up with the employees.

13. Administrative Suspensions

- **USC** – Takes issue with the current method of discipline because an administrative suspension goes into the employee's file. With the current discipline system, the employee does not get enforced, unpaid time off. They sometimes do not realize the severity of their offense and that they are in danger of termination if they get another violation. Progressive discipline is supposed to get the employee's attention and turn his actions around. By the time the Union gets involved in the current system, it could already be in the termination process. When administrative suspensions were first put into place, the Union told they were going to be used for only for absenteeism. A recent administrative suspension issued to a Kraft Mill employee had several other issues listed besides absenteeism.

- MSC – Will consider on a case by case basis, but believe format is generally applicable.

14. Retirement Plan

- USC – Still waiting for paperwork.
- MSC – Lawyers are re-doing plan and will re-submit it. It is in progress.
- USC – Questions about FASBE.
- MSC – Might get a better response PACE asks specific questions directly to Atlanta.

15. Employee on 60-Day Bid

- MSC – Employee is on a 60-day bid, but has been placed on light due for maternity. Company requests that the training/60 probationary period be re-started when she returns.
- USC – Agrees, but if you don't need the full 60 days you can Blue Slip her when she qualifies.

16. Contract Training

- MSC – Contract training will be held on 3/18/02 and 3/22/002 with Al Lippincott at the Union Hall. Salaried employees, Supervisors, Shop Stewards, etc. will attend from 7:30 – 11:30 a.m. Al Lippincott will keep the union personnel in the afternoon. Company will schedule on day off, and pay 4 hours overtime, no call time.

17. V.P.P.

- MSC – Reviewed tape on Port Hudson. RIR is cut in half, SAC has been expanded and is now elected, and the Company thinks the timing is good to go forward with V.P.P. We think it would be good for the mill. How to proceed?
- USC – Does not want the company to use the possibility of new installations such as #6 Paper Machine to be conditional on being in the V.P.P. program. The Union does not feel they would be a true partner in the Wauna Mill's version of V.P.P. The V.P.P. program as first explained to them and what they are being offered at Wauna does not appear to be the same thing. They want a better understanding of how V.P.P. would work at the Wauna mill site and who would manage it. The Union is very interested in managing a PACE TOPS, V.P.P. or other safety program at the Wauna mill. They will review the programs with the Union SAC members and their membership for their guidance on this issue.

18. Integrated Leave Solutions – Donna Kent

- This system is designed to handle all types of leave, i.e. Medical, FMLA, Military, Leave of Absence, etc. All mills were different so the Company decided to standardize. The change for us is the employee contacts the supervisor, the supervisor contacts Donna Kent. Donna has information packets for each type of leave. Employee has two days to pick-up the packet or it will be sent to the employee by registered mail. Will distribute more information as it becomes available.

19. Employees with Permanent Work Restrictions

- MSC - The Company will be meeting with two employees regarding their permanent work restrictions. USC participation in welcome.

20. Shipping/Barges

- MSC - Direct Truck shipments were running at 10%, and now it's down to 1% and Barging has picked up significantly. Norm is looking at ways to supplement current Barge Loaders.

21. Stores PO's

- Dean has not yet met with Stores personnel, but is making changes with salaried responsibilities to meet control requirements.

Next Meeting: Wednesday, March 20, 2002

For the Union

Date

For Management

Date