

JOINT STANDING COMMITTEE MEETING MINUTES

August 17, 2000

Present:

USC – Roland Lee, Larry Reandeau, George Brajcich, John Gorley, Mike Bouse

MSC – Keith Larson, Joe Hertig, Frank Walsh, Scott Beckstrom

SCRIBE – Jeremy Burnett

Agenda:

1. Grievances: 00-06, 00-11, 00-14, 00-15, 00-16
2. Hostler
3. Senior Equipment Operator Rate
4. After-the-Fact Floating Holidays
5. Maintenance – Day After Thanksgiving Holiday
6. No-Call, No-Show Recording
7. Converting Coremakers
8. Shipping Issues
 - ✓ Back-up for Lois Barnes
 - ✓ Barge Loader Training
 - ✓ Progression Line Changes
 - ✓ Grievance Responses
9. Attendance Program – Absenteeism calculations
10. Probationary Period Extension/Clo² Qualifications
11. Shift Swap Seniority
12. Telephone Listings in the Clockroom

1. Grievances:

00-06: Overtime Issue in Shipping Department

- **MSC** – Submitted revised “Vacancy Coverage Procedures”. Will have it posted.
- **USC** – This resolves the grievance.

00-11: Bleach Plant Maintenance Overtime

- **MSC** – There will be instances where a shift person will be called first, but there could be too many exceptions to reduce to writing.
- **USC** – Grievance resolved.

00-14: Overtime Issue in Kraft Mill

- **MSC** – Employee worked regular compressed schedule, 2 day shifts June 5th & 6th, 2 night shifts June 7th & 8th, and was then scheduled for two additional night shifts June 9th & 10th. When does the clock start for 4 nights in an 8-week cycle?
- **USC** – Clock started on the 4 night shifts. No violation of the agreement. Request Kraft Mill Schedulers attend the Scheduler’s Meetings.
- **MSC** – Will have Kraft Mill schedulers attend Scheduler’s Meetings.
- **USC** – Withdraws grievance.

00-15/00-16: Letters of Discussion – Safety

- **USC** – Understand the need for safe stop tag out. Believe that the Company overreacted to the violation. Don't have an issue with the discussion. Should do these as a coaching discussion. Pull the letter.
- **MSC** – Question of grievance timeliness. Letters were issued on June 19th. Grievance was not submitted until July 20th. Letters of discussion were not a response to the “new” safety rules. Stop tag meetings were held in March.
- **USC** – Check on verbal acknowledgement of grievance by supervisor.
- **MSC** – Will convert both to informal discussions and will follow current safety guidelines for discipline in the future.

2. Hostler

- **MSC** – Nothing material has changed. May Trucking Co. is responsible for the Hostlers. We share our expectations with May but do not supervise their Hostlers. May sets their work standards and requirements, example: CDL. We do not hire, supervise, direct, discipline or fire. Fort James does not intend to add Hostlers to Fort James labor force.
- **USC** – Thought that Hostlers were to only move supplies/product to and from trailers.
- **MSC** – Nothing significant has been added to Hostler duties. Minor, non-permanent tasks may be assigned from time to time, but work is really deminimus.
- **USC** – In the past the Hostlers only worked and used May trailers. Currently the Hostlers are working on all trailers. The scope of work for the Hostlers has changed dramatically.
- **MSC** – Primarily May Co. trailers, but they do coordinate with other trucking companies.

3. Senior Equipment Operator

- **USC** – Since this job can be more difficult, request a dry run Job Analysis.
- **MSC** – The rate should only be adjusted for the people when they are operating the cranes.
- **USC** – Want the rate increase to be in effect all year round.
- **MSC** – Will agree to Job Analysis “dry run”, but won't affect people who don't operate cranes. Will still bring in crane operators when issues of availability are present.

4. After-the-Fact Floating Holidays

- **MSC** – Concerned about the number of after-the-fact floating holidays. Need some definition of bon-a-fide absence to qualify employees for after-the-fact floaters. Too many employees are abusing this privilege.
- **USC** – These were to be used by people with good records. Concerned about the number of occurrences. Will discuss with other people.

5. Maintenance – Day After Thanksgiving Holiday

- **USC** – Need guidelines for this. When and how would employees sign up for a floating holiday on this day?
- **MSC** – Will not be accepted until April 1st at 7:00 a.m.; by Mill seniority; after that on a first come - first serve basis.

6. No-Call/No-Show Recording

- **MSC** – The no-call/no-show was properly recorded. The employee's absentee record was incorrect and has been corrected.

7. Converting Coremakers

- **MSC** – Coremakers are now working a standard schedule.

8. Shipping Issues (N. Dittrich and J. Davis joined discussions)

✓ Trained Back-up in Shipping

- **MSC** – J. Stiles' time was not logged as hours worked outside the bargaining unit.
- **USC** – Concerned that the employee has worked past the 1000 hours, and is still working out of the bargaining unit.
- **MSC** – Employee has 902 hours YTD out of the bargaining unit.

✓ Progression Ladder Changes

- **MSC** – Submitted proposed revised progression ladders. Combined Truck Door Checker & Misc. (Temp.) into Warehouse Utility. Duties to include Pulp Dryer, help coordinate barge loading and truck doors.
- **USC** – Need to resolve issues with the split in ladder – seniority/vacations/slotting. There are some questions as to how the Warehouse Utility will prioritize work when everything is busy.
- **MSC** – Will be able to plan for most activities, but need to develop plans for emergencies.
- **USC** – Problems will develop with relief with Shipping/Unitizing crossovers. Suggest talking with crews. There is no “Misc. Temp” position. They are Barge Loaders and will be slotted on seniority. Request having a separate meeting on this.
- **MSC** – We are open to having a meeting to discuss it. Will work on the issues brought up and others and bring the final product back to the committee.

✓ Grievance Responses

- **USC** – L. Burnard has not heard a response. Need 1st Step Response.
- **MSC** – Will check notes and give answer/response.

9. Attendance Program/Absenteeism Calculations

- **MSC** – Submitted example of calculations. Can be found on Help Access.
- **USC** – Should vacations be treated as hours worked? If vacation caused employee to go over 2.5% would this be worked out?
- **MSC** – Action wouldn't be taken against someone with vacations. The system will back out reasons for absenteeism.
- **USC** – Concerns about people and hours out of the bargaining unit. Can we get a list of names of people out of the bargaining unit?
- **MSC** – Will try to generate.
- **USC** – Can a vacation tracking system be added for operations (Napkins/Rolled)?

9. Probationary Period Extension – Kraft Mill Employee

- **USC** – Is there a requirement to take a test for Kraft Mill Relief?
- **MSC** - These is a practical test and quizzes (analytical and safety) in each module of the book. OSHA says you must document the process of training the operator.
- **USC** – Don't want there to be a requirement to take a test to enter the department.
- **MSC** – Acknowledges that, but employee must complete the test to qualify and remain in the Kraft Mill Department.

11. Shift Swap Seniority

- **MSC** – Trade away your shift, but not your seniority. Need to do some research on past notes to determine the correct way.

12. Telephone Listings in the Clockroom

- **USC** – Asked about the procedure for employee telephone numbers being used by the Clockroom. A concern about multiple phone numbers, cell phone numbers, etc...
- **MSC** – It is the employee's responsibility to provide the company with a telephone number to enable the company to contact them. The company will not accept multiple telephone numbers. We will only call one number, so it is important for the employee to furnish that number to the company. The company will pass this information on to the Clockroom.
- **USC** – This clarifies and resolves the question.

Next Meeting: Monday September 18, 2000

for the Union

Date

for Management

Date