

# **JOINT STANDING COMMITTEE MEETING MINUTES**

**September 15, 2004**

## **Present:**

**USC** – Ron Jones, Ram Manthe, Larry Reandeau, Rick Erickson, George Brajcich, Paul Burgher

**MSC** – Keith Larson, Ann Fleck, Scott Beckstrom, Frank Walsh, Joey Greenberg, Tom McGuigan

**JSC** – Both

## **Agenda:**

1. Grievances – 04-09, 04-13, 04-15, 04-16, 04-17
2. ABT Scheduling
3. Hog Fuel
4. A-2/Tug Relief
5. Pulp Slab Safety
6. Retirement Estimates
7. Retirement Dinners
8. Call-In Policy
9. Hiring
10. Out of Bargaining Unit Hours
11. Hair Safety Policy
12. Jewelry & Loose Fitting Clothing Safety Policy
13. Letter of Reprimand
14. Converting Overtime Giveaway
15. Day-at-a-Time Vacations

### **04-09: Call-In**

- **USC** – Agrees that other employee was on vacation. Still believes employee not called should be made whole.
- **MSC** – Reviewed and believes correct process was followed.
- **JSC** – Hold timely for further investigation by USC.

### **04-13: Overtime**

- **MSC** – Overtime was changed from one classification to another. Employee was made whole.
- **JSC** – Resolved.

### **04-15: Outside Contractors**

- **USC** – Still believes emergency was not a temporary overload. Wants clarification that on an emergency basis, all A2 employees will be called before outside contractors are brought in.
- **JSC** – Will refer to Maintenance Committee.
- **USC** – 3<sup>rd</sup> step appeal on hold pending resolution by Maintenance Committee.

#### **04-16: No Show, No Call for Missing Meeting**

- **USC** – Almost entire crew missed a Civil Treatment meeting due to scheduling confusion. Requests that no call, no show on affected employee's attendance records be removed.
- **MSC** – Notification was on schedules.
- **JSC** – Hold timely for further investigation.

#### **04-17: Call-In – Mate List**

- **USC** – Understands how mate lists work. In this case, the employee's classification was changed on the schedule, but not on the mate list. Because of this, the wrong employee was called in.
- **JSC** – Hold timely for further investigation by MSC.

#### **2. ABT Scheduling**

- **JSC** – Should we recognize practices and policies from main converting for use in ABT converting? Is there anything different?

#### **3. Hog Fuel**

- **USC** – There is concern over who should be pushing hog fuel into the reclaim. MSG has done it in the past, but work is currently done by tug boat utility crew. We have a highly skilled tug operator doing this utility work.
- **MSC** – Believes tug manager is looking to fill out tug crew work load.
- **USC** – Does not believe tug crews should be doing this work, they have full jobs already.
- **MSC** – Will investigate and follow up.

#### **4. A-2 Tug**

- **USC** – A-2 employee working on tug is still available for A-2 work and call-ins. He is last on the call list for tug work.

#### **5. Pulp Slab Safety**

- **USC** – Concerned with safety, regarding number of employees in the pulp slab once the dewiring station is up and running. Should not be running the pulp slab with only one person on the floor.
- **MSC** – Will not require employees to work in an unsafe manner. When the dewiring station is running well, the positions will be evaluated.

#### **6. Retirement**

- **USC** – Would like to see opportunities for employees to learn about retirement options and planning.
- **MSC** – There is a retirement planning tool available on-line. Will see if this meets needs and follow up.

#### **7. Retirement Dinners**

- **USC** – Believes the cost that people are being asked to pay to attend employee retirement dinners is too high.
- **MSC** – There are guidelines for retirement dinners. If costs are above guidelines, others need to pick up the extra costs.

## **8. Call-In Policy**

- USC – There is a policy for mill call-ins. Newer or relief clock room employees need refresher on policies.
- MSC – Will follow up with all clock room employees.

## **9. Hiring**

- USC – In past few groups of new hires, some have been poor workers, rude, and generally not the type of people we want to work here. Would like management to look at hiring process, focusing more on work history and references.
- MSC – Generally agree with above. We will check references and look at ways to improve the process.

## **10. Out of Bargaining Unit Hours**

- MSC – Handed out updated list of employees over 600 hours.

## **11. Hair Safety Policy (See Attached)**

- Effective 10/1/04

## **12. Jewelry & Loose Fitting Clothing Safety Policy**

- MSC – Handed out revised policy based on issues raised at last meeting.
- JSC – Discussed
- MSC – Will review and bring any revisions to next meeting.

## **13. Letter of Reprimand**

- MSC – Acknowledges machinery was changed. However, the policy is clear that employees are not to reach into energized equipment. The employee knew of this policy from past practice and napkin pickers were available for use. Also, the employee acknowledges that he knew about the changes. Because of this, the letter of reprimand will stand. Additional follow up is being conducted with supervisors.
- USC – This had been past practice, where employees would flip a switch and then reach into the machinery. If supervision had followed up, this accident would not have occurred.
- USC – When there are investigations that could lead to discipline, a shop steward needs to be present at all meetings. Wants management to recognize that the issue of changes to the machinery was brought up by employees, but not followed up on by supervisors.
- MSC – We have followed up with the supervisor about the delivery of the reprimand and the discussion that took place with the employee. Regarding the issue of an employee reporting the change to the machinery to another supervisor, we had previously been unaware of this occurring. We are following up with that supervisor to understand the situation and why action was not taken in a more timely manner.

## **14. Converting Overtime Giveaway**

- MSC – Could not find any prior examples of issue raised. If an employee gives away overtime, it is reasonable to assume he/she does not want to work that day (24 hour period). If an employee's availability changes, he/she is responsible for notifying the clock room.

## **15. Day-at-a-Time Vacations**

- MSC – As a reminder, day-at-a-time vacations do not have to be granted if overtime will be required. It is up to the discretion of the scheduler or department head. This is not a change

of policy, but a heads up that each request will be dealt with and that overtime and cost requirements will be a factor in the decision to approve the request.

**Next Joint Standing Committee Meeting – *Wednesday, October 20, 2004***

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For the Union	Date	For Management	Date