

**Joint Standing Committee Minutes**  
**November 15, 2006**

**USC:** Rick Erickson, Larry Reandeau, Ron Jones, Paul Burgher, Mike Bouse, Curt Ollila

**MSC:** Maury Shipper, Bruce Linehan, Shawn Wood, Frank Walsh

**JSC:** Both

**Grievances:**

**06-33/06-38: MSG Progression**

**USC:** Needed more information from MSC about the details of the events. Why was a MSG employee not called in to run the Mule (06-33)? Also, on 03-38 we feel the response to the grievance was inadequate.

**MSC:** The grievances will be sent back to 1<sup>st</sup> Step. In resolution of the grievances 06-33 & 06-38 we will determine who should have been called in, and will compensate the employees involved for 2 hours O.T. and a Call Time. For clarification purposes, the Mule is the company's equipment not MSG specific. This specific piece of equipment does not require a special State Certification to run.

**JSC:** Agreed. Grievances resolved.

**06-35 Contracting Out**

**MSC:** Heard in 3<sup>rd</sup> Step meeting on November 1, 2006. Waiting response from James Jordan.

**06-39: Employee Reimbursement for Doctor Appointment**

**MSC:** Company is still investigating

**USC:** Hold timely

**06-43: MIS Salaried Employees doing Hourly Work**

**USC:** Although this has been brought to 3rd Step, the work being done by salaried employees is continuing. If this continues we will be asking for a larger settlement.

**06-45: Contracting Out – No Notification**

**USC:** Work done on #4 P.M. under "new" construction. Mechanic's Committee was not notified of work. This should have been our work.

**MSC:** This was covered under the #7 Paper Machine Scope of Work.

**USC:** This was not covered under the original scope of work, nor was it actually #7 Paper Machine work.

**MSC:** This work would not have been done if it wasn't for #7 Paper Machine.

**USC:** Feels that this is our work as it pertains to existing equipment, and should not fall under new construction. On the #6 Project our maintenance personnel were involved which saved time and money.

**MSC:** Would USC consider that going forward we will require that the Project Team notify the Mechanic's Committee of modifications to existing processes? We will discuss with the Project Team Leader.

**USC:** The Mechanic's Committee requested a meeting for consideration. This was not done. We feel this is a violation of the notification Section Q of the Labor Agreement, Exhibit 2-A. The Project Team put it under the umbrella of the Project and contracted out. We agree with what you are saying above, but this did not happen. This is the reason for the grievance.

**MSC:** The Mill's viewpoint is that the document that was reviewed in the Mechanic's Committee regarding #7 Paper Machine includes misc. jobs and this, to the Mill, is one of those jobs caused by the Project. Would like to hold timely and have the opportunity to speak to the Engineer and #7 Project Manager to their viewpoint.

**USC:** We disagree. We believe that the agreement with the Mechanic's Committee around the #7 Paper Machine was a stand alone project, and these jobs didn't apply. Also, the notification part of this wasn't followed up on. Therefore we will not hold timely, and we will process to the 3<sup>rd</sup> Step.

**06-46: Contracting Out – No Notification**

**USC:** Same as 06-45, different work. Will take to 3<sup>rd</sup> Step also.

**06-47: MIS Salaried Employees doing Hourly Work**

**JSC:** Will combine with grievance 06-43.

**06-48: 16 Hour Rule – Discipline**

**USC:** We would like to know if the discipline is consistent with other Safety Violation reprimands.

**MSC:** Yes it is. It is a direct violation of our policy, which was mutually agreed upon, unless it is in direct relation to a natural disaster or an act of God.

**USC:** The Union will withdraw this grievance.

**ITEMS:**

**1. FMLA**

- **MSC:** Brought instructions on how to access the FMLA policy from the GP Intranet.
- **USC:** Requests that the FMLA policy be posted in all Clock Alley areas.

## **2. PSM Hourly positions**

- **MSC:** Presented proposal for filling the PSM positions including requirements, posting, pay, return rights, etc...
- **USC:** We would like the Maintenance position filled with a volunteer, however, we cannot do the same for the Operations position. It would not be fair to take them out of their progression ladder, and then at a later date in time allow them to return to their original job if they no longer want to do the PSM job. Will not agree to Grandfather Rights for this position as proposed.
- **MSC:** Proposes that both sides re-evaluate and discuss again at the next meeting.

## **3. Maintenance Guidelines**

- **MSC:** Requesting changes to Maintenance vacation and floating holiday policy (see attached).
- **USC:** O.K.
- **MSC:** Changes to 2006 Christmas Holiday Allotment (see attached).
- **USC:** We appreciate the extra weeks. Thanks.

## **4. Extension of 60-Day Probationary Period**

- **MSC:** Requests an extension of the 60-Day probationary period for an employee who is off on S&A and won't be back to complete her probationary period.
- **USC:** Agrees.

## **5. Fort James Pension Plan SPD**

- **USC:** Are we able to provide employees with copies of the SPD?
- **MSC:** Have made the request, but have not received the SPD yet.

## **6. SIMS – Jeanette Provan**

- **MSC:** Our products are not meeting specs for quality. Management and hourly employees who are responsible for quality checks will be trained on SIMS. (See attached.) There will be some curtailments in the HHT department in the next few weeks. During these curtailments we will conduct training. There will be one Quality Analyst assigned to each crew and work a compressed work week following each crew. There will be two Quality Technicians assigned to day shift.
- **USC:** What will happen if an employee continues to fail to qualify on SIMS?
- **MSC:** Will develop a training plan, and strive to continue to work with each employee on a case-by-case basis.
- **USC:** If we are changing the day workers to shift workers then we need to apply the Sunday 3% rate adjustment.

**7. 31 Winder**

- **USC:** When are you going to bid that job?
- **MSC:** James Jordan is talking with Paul Frederickson this week and we should have more information next week.

**8. # 7 Paper Machine Job Posting**

- **USC:** When are we going to post the jobs?
- **MSC:** Waiting for T-rates to come back from the TOC. We will check with Ann on Friday to see if she has heard back from the TOC. TOC will be here the week of November 27<sup>th</sup>.
- **USC:** If they are coming we should all meet.
- **USC:** What about the timeframe around the posting? We are willing to discuss a waiver to the language in the contract.
- **MSC:** I will update and clarify my request.

**9. Job Change Request – Nils Roehne & Dave Tjaarda**

- **MSC:** Trying to develop a Relief Pool for the four progression ladders, Utility Services Operator, Recast/Kiln, Steam Plant, and Yard Crew.
- **USC:** Several things that need to be considered and evaluated, but ultimately the company has the right to change progression ladders.
- **JSC:** Discussion around how the Relief Pool will fill temporary vacancies in each progression ladder and how “Grandfather Rights” will affect job assignments.
- **MSC:** We will pull the original bid and re-post as Power & Recovery Relief Pool. We will work with the Union to get a job description, T-rate and get the positions posted.
- **JSC:** Discussion around MSG progression ladder. Will table, investigate and re-visit at next meeting.

**10. 10% Increase for Adjusters**

- **USC:** Supervisors have been telling Adjusters that they will receive a 10% raise.
- **MSC:** At last meeting we had the discussion that if we assigned Adjusters to the “Skill Builder” positions, then they would receive a 10% raise for being a Skill Builder, but after much discussion we decided that we would keep blue slipped Adjusters – no raise.
- **USC:** Yes, but the supervisors are telling them they will get a 10% raise. There has also been other conflicting communications out on the floor that has not been brought before the JSC. The communications are contrary to the information we were provided. If positions are going to be eliminated then bump rights come into play, etc.
- **MSC:** We need to review with management staff and will report back.

## **11. Cranes & Elevators Crew**

- **USC:** Have been told by John Geritz that the Cranes & Elevators crew is all but gone. We will maintain the cranes, but the elevator maintenance will be contracted out. There was mention that there was a special license that was needed, but none of our employees had that license and that was the reason that we would have to contract it out. We did some research and found out that a special license is not needed unless modifications are being made.
- **USC:** Supplied a copy of Chapter 460 of the State Regulations, ELEVATORS, 460.047 *Persons authorized to conduct mechanical and electrical repairs in industrial plant. Notwithstanding ORS 460.045 (2), the following persons may conduct electrical and mechanical repairs on an elevator located in an industrial plant:*
  1. *A limited supervising electrician licensed under ORS 479.630(3).*
  2. *A limited journeyman electrician licensed under ORS 479.630 (5). [1999 c.1031]*
- **USC:** We believe that we have folks on site that do have the proper credentials to do the work. We are putting the MSC on notice that we consider it our work (unless it is a modification).
- **MSC:** We will research and respond.

## **12. Contracts Using Mill Equipment**

- **USC:** Talked about this at the last meeting. Concerned about contractors using our equipment and being licensed and trained, and them breaking our equipment. MSC said they would look into it. Since our last meeting the contractors who haul our garbage have destroyed our trash compacter in the 7&8 building. Again, we are asking why is a contractor running the equipment,
- **MSC:** It was our understanding that it was the trucking company who came in to pick up the box were the ones that broke it.
- **USC:** It is disrupting operations. They are getting away with a lot, and they should be held accountable for damages.

## **13. #6 Paper Machine Job Reductions – Shawn Wood**

- **MSC:** We are moving forward with the recommended job reductions on the #6 PM which is one B-Pool Operator per crew. We are going to implement on December 18, 2006.
- **USC:** Can't we wait until after the first of the year?
- **MSC:** The best we could do was to get an extension out to December 18, 2006. Originally the direction was for implementation next week.
- **USC:** Will have to review bump rights for these individuals.
- **MSC:** This could be complicated. Some of these folks have already been bumped from the department previously.
- **USC:** We would have to take a look at each one on a case-by-case basis to determine bump rights. Once again, there as been no notification to the

Standing Committee. We used to get 4 – 6 weeks advance notice and had time to discuss all the ramifications of these reductions. This is really bad timing! We are concerned about other reductions that may be coming that we have not been informed about, and we expect better notification about what is going on.

**14. Language Change**

- **USC:** Had a conversation with Bob Silvas, Corporate Labor Relations negotiator, and he agreed to keep the language around Sunday pay over eight hours intact for day workers, i.e. double time after the first 8 hours on Sunday for day workers. Please update the Labor Agreement posted on the intranet with the correct version.
- **MSC:** We will also look at pay since 4/1/2006 and determine who needs to be compensated for this pay.
- **USC:** This resolves grievance 06-23 and any other related grievances.

**15. Frozen Employees**

- **USC:** In the seniority list we requested from Converting there were people listed as frozen that the Union was not aware that had frozen. This creates big problems.
- **MSC:** Need to work with Kay to determine who has official paperwork to freeze. Those who don't will not be considered frozen.

**16. Policies/Ladders**

- **USC:** If we are going to change a ladder or change a policy it should be brought before the JSC.

**17. Information to USC Members**

- **USC:** Information needs to be disseminated to all USC members. Copies of requested information was not put in boxes.

**18. Shipping/Unitizing Safety Committee**

- **USC:** Entire crew stayed over for a Safety Meeting and the Supervisor did not show up.
- **MSC:** Supervisor's wife went in to labor and Supervisor was called away from the Mill.

**Note: Next meeting will be held on December 20, 2006**

*Pre-meeting breakfast @ 7:00 a.m. at the Berry Patch*

  
for the Union

11/16/06  
Date

  
for Management

11-16-06  
Date

JSC  
11-15-06

## ONLINE FAMILY MEDICAL LEAVE ACT INFORMATION

- 1) GO TO THE GEORGIA-PACIFIC INTERNET
- 2) GO TO "MY LIFE".
- 3) GO TO "TIME AWAY FROM WORK".
- 4) GO TO "LEAVE OF ABSENCES".
- 5) GO TO "VIEW ALL POLICIES".
- 6) THEN GO TO EITHER:
  - A) MEDICAL LEAVE – THIS COVERS BOTH OCCUPATIONAL REFERRED TO AS "FMLA WC" AND NON-OCCUPATIONAL POLICIES REFERRED TO AS "FMLA A&S".
  - B) FAMILY MEDICAL LEAVE – THIS COVERS BOTH MEDICAL LEAVE FOR A QUALIFIED FAMILY MEMBER AND PARENTAL LEAVE.
  - C) PERSONAL LEAVE
  - D) MILITARY LEAVE – THIS COVERS BOTH VOLUNTARY AND NON-VOLUNTARY MILITARY LEAVE.

# Georgia-Pacific



## Wauna Mill

**Date** 11/13/2006  
**From** Frank Walsh  
**Subject** PSM Hourly Positions  
**To** Join Standing Committee

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As part of the mills ongoing effort to efficiently manage it's Chemical Process Safety Program two hourly positions will be created. The intent is to capture the knowledge and experience of hourly operators and maintenance personnel and to demonstrate employee participation in program development.

The bidding for this job will require a selection process for candidates who meet the requirements at the time of posting. Due to the regulatory environment the requirements for bidding may change.

The two positions will eventually report to a salaried CPS Coordinator. This position is currently open and in the short term they will report to the Safety Manager.

The current workload dictates that one position be filled by a maintenance employee to support Mechanical Integrity. That employee will not be counted in the maintenance organization for head count purposes he/she will be counted as a hourly safety program employee.

The intent is to use both hourly positions interchangeably on projects, such as; conducting Process Hazards Analysis, training, policy revisions, etc. Rate of pay should be identical and it is proposed that rate of pay follow the A-2 schedule. This is for payroll purposes only and does not imply any other aspects of the A-2 package apply.

Employees who bid and are selected for this job may return to their prior position at their request. Their seniority right will be protected to return them to the ladder they left with no loss of seniority in that ladder.

In the event that these positions are not needed in the future the employees have the same seniority rights as if they were voluntarily returning to their prior jobs.



**WAUNA MILL MAINTENANCE GUIDELINES & POLICIES**

<b>TITLE</b> REQUESTING AND AUTHORIZING VACATIONS AND FLOATING HOLIDAYS	<b>ISSUE DATE:</b> 5/17/90	<b>PROCEDURE #</b> A37
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<b>APPROVED BY:</b> MAINTENANCE MANAGEMENT	<b>REV. DATE</b> 11/10/06	<b>PAGE <u>1</u> OF <u>1</u></b>
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<b>PURPOSE:</b> TO DEFINE THE PROCESS FOR MAINTENANCE HOURLY PERSONNEL TO REQUEST VACATIONS AND FLOATING HOLIDAYS
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- All vacation and floating holiday requests must be submitted to the Maintenance Records Coordinator.
- All requests must be made per the labor agreement.
- The Maintenance Records Coordinator will utilize the **Maintenance Vacation Allotment** document to determine if there are vacation or floating holidays open to allow the employee off.
- Any requests for time off above the number allowed per the **Maintenance Vacation Allotment** document must be approved by the Maintenance Manager.
- When an employee cancels a weeks vacation and that week happened to be at the maximum allotment for that group, the Maintenance Records Coordinator will post that week as now open along with the "denied" list of those who had previously requested that week.
- The posting will remain up for two weeks. The people on the denied list will be granted the open week in order of mill seniority. If no one on the denied list takes the open week it will be available to the remainder of that group by mill seniority.

WAUNA MILL  
92326 Taylorville Road  
Clatskanie, Oregon 97016  
(503) 455-2221



**Memorandum**

Date: November 10, 2006  
From: John Geritz  
Subject Christmas Vacation Allotment

To: Maintenance Employees

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The maintenance management has agreed to allow additional maximum employees off during the week of December 25, 2006. We had two mechanics denied prior to June 1, 2006 because the allotment was full. We will offer the time to these two employees first and after that we will go by seniority until we reach the new goal. You need to put in your request to Nina Roggow by December 1, 2006. Nina will let employees know that get approved by December 2, 2006.

	<u>Total</u>
Mechanics	33
Electricians	11
Instrument	6



11-15-06  
JSC

## Converting Operator SIMS Certification Requirements

Understanding and being able to successfully perform the Standard Inspection Methods (SIMS testing), is a key skill operators of any piece of equipment must have so we can consistently meet our customer's needs. The Certification process checks for that understanding.

QUALIFICATION CRITERIA	ALL OPERATORS	ALL SUPERVISORS/TA'S
ON-LINE TRAINING COURSE & POWER POINT PRESENTATION ON PAPER MAKING	Complete the appropriate courses for the products you are responsible for	Complete the appropriate courses for the products you are responsible for
SKILLS - WRITTEN TEST	100% Score	100% Score
SKILLS - FIELD VERIFICATION	100% Score	100% Score
QUARTERLY STORE/WAREHOUSE AUDIT	1 Complete Audit per Year	2 Complete Audits per Year

\*Current Operators who do not meet the above criteria will begin an individualized training plan to develop the skills necessary to continue operating their equipment. After additional training, individuals who are not able to complete the certification process will not be qualified to operate the equipment. The SIMS Certification process will also be a requirement to successfully complete their probationary period.

### TRAINING GUIDELINES:

All operators must successfully complete all four of the above steps in order to complete the certification process.

Each step will be signed off by a certified trainer

The following performance conditions need to be met in order to maintain certification. If an employee does not meet the below conditions, the situation will be reviewed by the appropriate union, management team and a path forward determined.

- Not passing the yearly skills verification review
- Not performing your required hourly SIM inspections and properly document them.
- Sending out of specification product down the line for more than an hour
- Not following the hold procedure for out of spec product
- Out of spec product from your line found in a line/warehouse/or store audit

I have read and understand the certification requirements for the position of Converting operator. I accept the responsibility for the skill development necessary to successfully perform my job.

Trainee:	Clock #
Supervisor:	Date:



460.165 Fees; failure to pay fee

460.175 Disposition of fees

**460.045 Permits, licenses and certificates required.** A person may not:

(1) Engage in the business of installation, alteration, repair or maintenance of an elevator without an elevator contractor license issued under ORS 460.005 to 460.175 or 479.510 to 479.945.

(2) Install, alter, repair or maintain an elevator unless the person possesses a valid license issued under ORS 460.059 or 479.630 (6).

(3) Install, alter, or commence to install or alter, an elevator covered by ORS 460.005 to 460.175 unless the Department of Consumer and Business Services has approved the plans and pertinent data for the installation or alteration.

(4) Permit or suffer an elevator to be operated, without a current operating permit, on property that the person owns, controls, manages or supervises.

(5) Act or offer to act as a certified elevator inspector unless the person has a current certificate of competency as an elevator inspector issued by the department.

(6) Place in service a new or altered elevator without a current operating permit issued after a satisfactory acceptance inspection made by the department and satisfactory acceptance tests performed in the presence of a member of the department's staff of elevator inspectors.

(7) Place in service an elevator that has caused an injury to a person or persons unless permission has been obtained from the department. [1961 c.427 §5; 1973 c.528 §4; 1999 c.1031 §4; 2005 c.616 §3]

**460.047 Persons authorized to conduct mechanical and electrical repairs in industrial plant.** Notwithstanding ORS 460.045 (2), the following persons may conduct electrical and mechanical repairs on an elevator located in an industrial plant:

(1) A limited supervising electrician licensed under ORS 479.630 (3).

(2) A limited journeyman electrician licensed under ORS 479.630 (5). [1999 c.1031 §8]