

Labor Management Meeting Minutes

Thursday, January 13, 2011

Present (Labor): Veronica Diver, Mary Moubray, Margaret Monaco, Darlene Duncan, Bill Grimes.

Absent (Labor): Pete Waterhouse

Present (Management): Lisa Wenck, Tom Rathbone, Don Ackerman, Hope Lambrecht, Norm Payne (who was in the meeting to address Old Business #4c)

Absent (Management): Dale Couse

Meeting called to order at 1:30 by Lisa Wenck. Introductions were made around the table in consideration for Hope.

Old Business

1. Holiday pay v. comp time

- a. Explore the possibility of allowing members to change from holiday to comp in light of the budget crisis

The notes from our last meeting indicate that this was being worked on. Any progress?

Lisa says this can't be changed; however, she feels more should be done in order to inform our members ahead of time. Information could be put in the Bulletin and on CSEA website regarding the options. A rep from Labor will work with Hope on this.

2. Summer hours

- a. Explore the possibility of allowing members to work 4 ten-hour days during summer

The notes from our last meeting requested to revisit this issue.

Lisa says she can't see this happening and that it's not feasible for maintenance. Veronica addressed the issue from the viewpoint of academic departments and the positive benefits to management and labor such as electricity savings, morale boost, and travel savings, and Lisa said she will consider this for academics. She had only looked at maintenance and feels there is no down time on campus in the summer anymore.

3. Custodial phones in Hunt and Alumni...ADDING BUGBEE TO THE LIST

- a. Some janitors do not have phone lines making it difficult to communicate

Tom and Lisa indicated that they would look into this, per notes from last meeting.

Lisa stated that Dale came up with 14 offices that don't have phones and will meet with Joe Graig-Tiso next week. Cost is holding up the process but Dale will negotiate this as a whole package.

4. Custodial health and safety

- a. Some custodial staff work alone in buildings overnight
- b. Buildings are not secure
 - i. Students/faculty are allowed to remain in buildings after they're "locked"
 1. They let others into the "locked" building
 2. Allen wrenches are hidden to unlock locked doors

Tom indicated he would look into building security and security policies and we would revisit.

4 a & b Tom said it's not as easy to get a policy regarding student access to buildings as he once thought. Norm is swamped with requests for access by students. Every building has a different set up. Task Force was put into place to look at it, per Tom. Norm stated that, although it's not enforced, there is a closing time of 1:00 am when all students must be out of the buildings. He suggested that maybe putting up a sign would be a good idea or change the time to 11 pm for students to be out. Custodians are not expected to police the buildings, per

Tom, but both sides agree that there are safety issues for both students and staff. Tom mentioned that SCI I and FA buildings are card accessible – it helps to keep students out, unless they are in the buildings before they're locked. Lisa stated that we will continue to address this as a joint effort.

- c. Custodians on 3rd shift are called out to the dorms to clean biological waste
 - i. Custodians are not properly trained in bio-hazard cleaning or disposal
 - ii. Custodians are given latex gloves from Health Center to clean

Update on bio-hazard cleaning and disposal? Recent training did not include addressing bedbug and scabies issues, as discussed at November LM meeting.

4c Norm stated that custodial staff are trained in protocol for bio-hazard cleaning and disposal. 2 weeks ago he gave training re: bodily fluids. 3 days ago, he conducted a meeting with Dale re: safety issues. All custodial staff have access to Health Center to get bottle of solution to spray on bio-hazardous substances. Bill mentioned there should be a kit with everything in it: instructions, solution, mask, gloves, a red hazardous waste bag. Norm felt this was a good idea, although wearing a mask may cause alarm to students who see it. Tom says we need to revisit issue. Norm stated that bedbugs and scabies were not addressed. There is a word document available, but he feels custodians are not involved with bedbugs and scabies. Darlene stated that she is involved. Mary would like Morris Hall to receive the information on bedbugs and scabies and Tom said he will get information to all places that provide lodging. And RDs should have the information.

- 5. Custodial supervisory issues (tabled from October '09 LM meeting) This was removed from table so that labor can meet with Dale.
 - a. Some cleaners are given the responsibility of supervising other cleaners
 - b. Chain of command regarding janitors leaving work notes for night custodians

New Business

- 1. Partnership Training
 - a. Paper work was signed in August by both sides
 - b. Training is expected to take place in March

Hope will discuss dates with Veronica. There were documents that the Partnership wanted us to do. Management team members are working on these. They will schedule a Wed and Thursday for training and shy away from Monday and Friday. Possibly Tues, Wed, if better for the Partnership. Lisa stated that she will send an email out to the supervisors regarding labor's attendance. Veronica stated that the application for the grant is in and thanked Lisa for her help with that. Veronica would like to talk to Lisa regarding available training through the Partnership. Lisa said it was offered in the past with little interest on the part of CSEA staff. Darlene asked if it took place in the summer, which Lisa affirmed that, yes, it was. Darlene mentioned that summer is a very busy time and it's difficult to break away for training. Lisa and Veronica agreed to meet to discuss.
- 2. CDL reimbursement
 - a. Do we reimburse for CDLs? Initial? Renewal?

Lisa stated that renewed CDL licenses are reimbursed when the license is part of the job requirement and there is a process in place with Accounts Payable.
- 3. Computer/Phone for Bugbee janitor
 - a. Chris Whiteman has neither and does not receive phone messages from his supervisor

Bugbee phone is on Dale's radar. Lisa said they need to find a connection and are exploring another space that will give access. Phil Bidwell is working on this. Lisa assured us that they will pursue this issue and resolve it.

Meeting was adjourned at 2:22.

Respectfully submitted,

Margaret Monaco