

RAMSEY COUNTY LABOR MANAGEMENT COMMITTEE

February 14, 2023 – 1430 hours

The LMC is intended to be a collaborative effort for open discussion and idea sharing. It is not a policy making committee, although through these sessions changes may be initiated and/or considered.

Attendance:

ECC Leadership: Jeff Mikulak
LELS #353: Tianna May, Erin Quinn
LELS #349: Cindy Barnes, Nicole Diamond, Natalie Simonet, Kelly Skalsky, Jay Sliwinski, Tim Gannon (BA)
St. Paul Federation: Pat Heffernan, Chris Kurr
RC Labor Relations: Cassy Fogale
Scribe: Shar Whebbe

REVIEW OF AGENDA and PREVIOUS MEETING NOTES (01.17.23)

Agenda and meeting notes were accepted without edits. There were no action items to review from the previous meeting.

RECAP OF BMS TRAINING and NEXT STEPS

A suggestion was made for greater organization of the LMC by creating some group by-laws and naming co-chairs for the meetings. BMS has a template for bylaws, mission statement, and group norms.

→ Action Item: Pat Heffernan, Cindy Barnes, and Jeff Mikulak will work on the templates for the group to review at the next meeting.

OVERTIME POLICY and 16 HOUR SHIFTS

Jeff Mikulak has reiterated with supervisors that no employee will be mandated for greater than 16 hours. LELS is looking to have specific language in the policy relating to the number of hours an employee can voluntarily stay. The temporary mandatable numbers will stay at 8 for TC, 5 in Law, and 5 in Fire for a while – possibly until May. The supervisors are aware that staffing numbers over those minimums does not mean first requests get to leave. These are minimum numbers, but we want to keep optimally staffed if possible. We will be having 8 hiring cycles this year, so hopefully the minimums can be increased in the future.

→ Action Item: Jeff Mikulak will work with Pat Heffernan and Cindy Barnes on the wording on the current Overtime SOP.

OVERTIME SIGN-UP

LELS 349 would like some guidelines as far as how overtime sign-up is handled between shifts. There is a gap time between when an employee can sign up for an open overtime shift and when a supervisor can add the employee to a shift. Even though it might only be hours, if an employee cannot sign themselves up, a supervisor should not be allowed to do that either. Additionally, if overtime is always opening at a certain time of day, then the employees on that shift are always getting the first option to sign up.

→ Action Item: Jeff Mikulak will follow up with Jon Rasch on the gap time in Kronos. Jeff will bring an update to the next LMC meeting and this item will remain on the agenda for the next meeting.

→ Action Item: Jeff Mikulak will follow up with Jon Rasch on what time overtime shifts become available and brainstorm how to make the sign-up process more equitable. This item will remain on the agenda for the next meeting.

SHIFT PICK-UP INCENTIVE

The LELS 349 MOU regarding the shift incentive is set to expire 02/28/23. Leadership is open to extending this date until the end of May. The Federation has not had this incentive approved as of yet. LELS 349 is also agreeable to extending this incentive until the end of May.

→ Action Item: Jeff Mikulak will confer with leadership and send an email to Cassy Fogale to extend.

HUE LIFE UPDATE/SMALL GROUPS

There was a small turnout at the last Hue Life employee sessions. There are four sessions scheduled on March 7th-8th, and leadership is asking for help from the body to ask members to attend.

→ Action Item: LELS 349 will send an email to all members to encourage attendance at these sessions.

FLOOR REFRESH UPDATE

The design has been narrowed down, and the management team is working on selecting one layout. Jeff Mikulak has confirmed leadership will only be reviewing the design layouts the committee has moved forward. The timing of the refresh has been delayed with plans to begin in January, 2024. As part of this refresh, operations will move to the backup center in Arden Hills for 3-4 weeks at some point. This is preliminary information and there is much discussion yet to be had to map out the logistics. Sometime in the fall of 2023, training will be provided to all staff to familiarize and review the backup center and operations, including an onsite visit with staff to go over logistics. Reminder: As part of the floor refresh the employee mailboxes are being removed on 03/01/23.

→ Action Item: Jeff Mikulak will follow up on where union information can be stored with easy access to members if the file cabinets are removed due to the floor refresh.

NEW BUSINESS/OPEN DISCUSSION

Currently, the directive has been to have supervisors help cover shortages on the floor if there are 3 supervisors working at the time the shortage is occurring. This is not an absolute, but it should be happening when possible.

Fire dispatchers are feeling the impact of the five person minimum. Additionally, fire dispatchers are often pulled to cover TC spots. LELS asks that fire dispatchers are not mandated for a TC spot prior to the shift. There is inconsistency between each side of the week as far as how these mandates are given. Leadership acknowledges this is not optimal, but it happens to avoid TC getting back-to-back mandates.

There is a shift imbalance, with one side of the week being more staffed than the other. There are 8 TC hiring cycles this year, and there is deliberate scheduling of new trainees to fill in the holes in the schedules, and each time a trainee is signed off the schedule is checked for where the trainee is needed most.

There is a great need for CTOs. If the training efforts are going to pay off, there needs to be buy-in from everyone as to a trainee's success. The suggestion was made to communicate out to the current CTOs that they are being supported and their opinion is invaluable in regard to training. LELS 349 suggested there might be a way to sign a temporary MOU to increase the incentive pay of current CTOs to encourage greater participation.

→ Action Item: LELS 349 will support the efforts and email their members to encourage people to sign up to be a CTO.

LELS 349 asked for clarification on the first request policy regarding if there is enough staffing would someone on a mandate or on overtime be offered to go home before someone else?

→ Action Item: LELS 349 and the Federation will identify what the order should be when this situation arises, and Tianna May will work with supervisors to identify what they think the order should be. This item will remain on the agenda for the next meeting.

The Federation raise a concern that there needs to be stronger communication when employees are separated from service, including a picture of said employee. Additionally, if law enforcement is involved, there is a question as to why the employees were not made aware this was happening. LELS 349 addressed a similar situation that occurred several weeks ago with a different employee.

→ Action Item: Jeff Mikulak will follow up with leadership. Further clarification from leadership will be forthcoming.

→ Action Item: Tianna May will work with the Training Team to get new TC pictures and bios out to the floor.

→ Action Item: Jeff Mikulak will follow up with management as to the best way to display employee pictures and keep them current for reference for all. There may be a photo/attachment option in Kronos.

NEXT MEETING:

Tuesday, March 14th, 2023

1430 hrs – 1630 hrs

Meeting adjourned at 1618 hrs.

Respectfully submitted,

Shar Whebbe