

RAMSEY COUNTY LABOR MANAGEMENT COMMITTEE

APRIL 18, 2023 – 1530 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, Nancie Pass, Lindsay O’Donnell, Erin Quinn
LELS #349: Cindy Barnes, Nicole Diamond, Amber Guettler, Bao Moua, Natalie Simonet, Kelly Skalsky, Jay Sliwinski
St. Paul Federation: Pat Heffernan, Chris Kurr
RC Labor Relations: Cassy Fogale
Scribe: Shar Whebbe
Guests: Jenn Hamrick (RC County Manager’s Office), Christine Bangar (RC County Manager’s Office)

REVIEW OF AGENDA and PREVIOUS MEETING NOTES (02.14.23)

Agenda and meeting notes were accepted without edits, however, action items were reviewed as the second agenda item due to guests at the meeting.

- Action Item: Jeff Mikulak will work with Pat Heffernan and Cindy Barnes on the wording on the current Overtime SOP. **In process and will remain on the agenda.**
- 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. **Completed.**
- 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. **Completed.**
- Action Item: LELS 349 and the Federation will identify what the order of first requests should be, and Tianna May will work with supervisors to identify what they think the order should be. **Completed.**
- Action Item: Jeff Mikulak will follow up with the supervisors on data assignments as it relates to overtime/mandates. **Completed.**
- Action Item: By-laws will be sent to LELS 353 for review. **Completed.**
- Action Item: Jeff Mikulak will follow up with supervisors on some overtime spots being “blocked out”. **In process and open agenda item today.**
- **Action Item:** Jeff Mikulak will follow up with supervisors to make sure monthly QAs are being completed in person. **Completed.**
- Action Item: Jeff Mikulak will follow up on seeing if there can be a time limit to bidding for shifts/vacation. **In process and open agenda item today.**
- Action Item: Cassy Fogale will check in with county policy makers on campus parking. **On May 1st the new RC parking/commuting policy goes into effect but no update on parking space.**

ARI/DATA EVALUATION

Special guests Jenn Hamrick and Christine Bangar attended to give a more detailed overview of the Appropriate Response Initiative (ARI) and how the work is being evaluated. There is an in-house evaluator, but there is also an opportunity with the Office of Evaluation Sciences (OES) within the federal government to help evaluate this type of work across the country. The purpose of this evaluation is to look at larger trends between calls coming in and the type of responses in the community. All of the collected data will be anonymous, and no Ramsey County employee will be identified. Guests left the meeting after this agenda item was closed.

LMC BY-LAWS

A copy of the by-laws was distributed, and the group reviewed the most recent edits. Some minor edits resulted.

- **Action Item – Jeff Mikulak will edit the document as discussed and distributed for consensus.**

POSITION OF LELS 353

Supervisors in attendance are not representing LELS 353 but rather are attending as part of ECC leadership. There is disagreement with how this should be handled going forward. Per Cassy Fogale this is not uncommon.

- Action Item – Cassy Fogale will follow up with the Bureau of Mediation Services for guidance on the best practice going forward.
- Action Item – Cindy Barnes will follow up with LELS 349 Business Agent Tim Gannon for guidance on LELS 349's position on this item.

TRAINING

It was suggested that when a regular CTO is out sick or unavailable a training team member cover those absences for consistency both in practice and for the trainee. There is acknowledgement that the training team not only teaches TC academies but also does other planning and law/fire/radio training.

- Action Item – Jeff Mikulak will follow up with Tianna May to discuss this option.

There is concern the hybrid academy needs to have some revisions. LELS 349 is asking for some type of information to go out to the CTOs and to the trainees to garner feedback on what may need to be different. Additionally, supervisors are not up to speed on the hybrid model. The Training Team has communicated many of these changes, so it's possible there just needs to be follow up communication on this.

When there are sit-alongs, particularly for the intern academies, LELS 349 is asking for the TC/Dispatchers receive CTO pay. There is acknowledgment and agreement that a DOR would need to be completed per contract language.

- Action Item – Jeff Mikulak will follow up with Tianna May to discuss CTO pay in these instances.

When there is a sit-along necessary for new trainees, it would be nice to give the fire/law dispatchers more advance notice.

- Action Item – Jeff Mikulak will follow up with Tianna May to ask for greater notice as possible and to invite her to the next LMC for clarification on the training issues.

LELS 349 is asking for clarification on employees working in special assignments and how special events/overtime works. At this time, things are taken on a case by case basis.

STAFFING

Fire dispatch is consistently staffed at only 5 dispatchers per shift. This could be a liability issue if there are major incidents occurring simultaneously. With summer coming and staffing numbers improved, LELS 349 suggests the practice now should be mandating to 6 dispatchers in fire.

- Action Item – Jeff Mikulak will discuss this at the next manager meeting (04.19.23).

With staffing levels rising, the practice of "blocking out" fire dispatch spots may no longer need to happen. However, this was being done due to the number of mandates historically. LELS 349 and the Federation is asking to leave fire dispatch at 6 and open up the overtime for TCs if it's a TC spot, especially if these are advance mandates. This will become a permanent agenda item to review monthly to determine what the best staffing model is for the upcoming month.

- Action Item – Jeff Mikulak will present this at the next manager meeting (04.19.23).

OVERTIME

The MOA will be expiring at the end of the month. The process seems to be working well.

- Action Item – Jeff Mikulak will present this at the next manager meeting (04.19.23).

Supervisors should not be entering OT manually.

- Action Item – Cindy Barnes and Jeff Mikulak will have a discussion outside of this meeting.

New employees are taking an excessive amount of overtime, but there is no contract language restricting this other than a non-data trained employee not taking comp time more than 2 weeks out.

→ Action Item – Jeff Mikulak will follow up with Tianna May to have this presented in every new academy, and he will send an email out reminding all employees on the policy.

In an instance when there staffing is over minimums there needs to be an order of how/who to cancel as a best practice. LELS 349 is suggesting this order: Forced Mandates, Voluntary OT, Comp Time, and Regular Shift. The LMC body agrees with this practice overall.

→ Action Item – Jeff Mikulak will edit the SOP to reflect this practice.

LOGISTICS

Uniform/dress code is still an issue on the floor, but there is no action item around this.

Jeff Mikulak confirmed with Jon Rasch that the shift bid should be starting soon. LELS 349 is concerned the longer this takes the longer vacation bids will take. The Federation suggests a proactive email be sent to all employees notifying them of the upcoming bid and instructing any employee who will be out for an extended period of time to submit their shift pick/preference rather than risk stalling the bid.

→ Action Item – Jeff Mikulak will present this at the next manager meeting (04.19.23). He will follow up with both union's leadership to come up with a solid plan to keep the bid moving.

NEW BUSINESS/OPEN DISCUSSION

Nothing further was discussed.

NEXT MEETINGS:

Wednesday, May 17, 2023

1530 hrs – 1730 hrs

- Leadership will be running the agenda.
- Shar Whebbe will send a calendar invite to all members and reserve the room.
- The May agenda will be sent out on 05.10.23 – all agenda items due by that date.

Monday, June 12, 2023

1530 hrs – 1730 hrs

- LELS 349 will be running the agenda.
- Shar Whebbe will send a calendar invite to all members and reserve the room.
- The May agenda will be sent out on 06.05.23 – all agenda items due by that date.

Meeting adjourned at 1730 hrs.

Respectfully submitted,
Shar Whebbe