



MINUTES

AFSCME Labor Management Monthly Meeting

*Thursday, November 2, 2017, 9:00 a.m.
Executive Conference Room, City Hall South*

ATTENDANCE

AFSCME

Matt Miller
Kim Mason-Hatt
Chris Risen
Jodie Gunderson
Christi Armine

MANAGEMENT

Rebecca Polizzotto

OLD BUSINESS

None

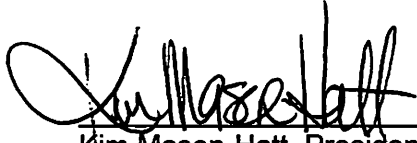
NEW BUSINESS

1. The Union requested information as to whether there were going to be any staff reorganization efforts before the end of the year.
 - a. The City Manager advised that no reorganization efforts were currently underway. However, the new Director of Public Works and Development Services just started work on November 1. After she has had an opportunity to review and evaluate the department, she may wish to address organizational issues based upon her review and evaluation.
 - b. The City Manager also advised the Union that the Center for Public Safety Management was completing its evaluation of the police department, and its report may recommend organizational changes. The City Manager also advised that the City was currently recruiting for a Deputy Chief of Police.
2. The Union expressed the need for clarification about the Public Works Supervisor position's responsibilities and duties.
 - a. The Union and Management agreed to give the new Director of Public Works and Development Services time to evaluate staffing duties and organizational needs before engaging in further discussion on this topic. The parties agreed to revisit this matter at the January or February monthly labor management meeting.
3. The Union expressed concern over the tone of recent communications between the HR Intern and members of the police department, particularly police officers. Because of those issues, the Union also expressed concern about placement of the intern in a permanent Human Resources position at the City. The City Manager agreed to speak with the intern and the affected employees and investigate the matter further.

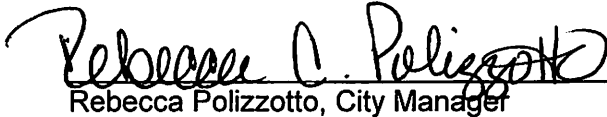
4. The Union asked if Management could ensure that formal notifications were provided to the Union whenever AFSCME represented job openings were posted. The City Manager agreed to speak with Betsie regarding this practice.
5. The City Manager asked the Union how they would like to conduct monthly labor management meetings. After discussion, the parties agreed:
 - a. The City Manager would attend to represent management. No directors would attend.
 - b. The AFSCME Executive Board would attend.
 - c. A note taker would attend to take minutes. Draft minutes would be distributed to Union and Management for mutual review and approval. When approved, the minutes would be posted on the labor-management website. The parties agreed to have Betsie Devenny take minutes.
 - d. The parties agreed that either party could ask for "an off the record" discussion. If both parties agreed, the note taker would be excused, and the "off the record discussion" would proceed, would be confidential and not reflected in the minutes.
 - e. The parties agreed to a standing monthly meeting immediately following the All Employee meeting each month.
6. The City Manager suggested that a meeting with the Leadership Team be held to review the provisions of the newly negotiated AFSCME contract. The City Manager invited AFSCME to be part of that meeting. The parties agreed that Matt Miller, Kim Mason-Hatt and Chris Risen would attend the meeting with the Leadership Team to review and discuss the new contract.
7. The City Manager asked the Union for clarification regarding the Class Action Grievance filed by the Union regarding the allegation that the "City of Mill Creek violated Article 19 Section 2 of the collective bargaining agreement by creating a new position (customer service representative) without notification or following the mutually agreed upon language." The City Manager expressed that to her knowledge all actions taken relative to the recent hiring of customer service representatives were compliant with the terms of the contract. Mr. Miller agreed to review the grievance and provide additional information at a later date. The Union stated that the grievance was important to help develop the structure and process of communication between labor and management.
8. The City Manager updated the Union on the HR Director's absence and asked for patience during her absence.
9. The parties agreed this meeting was mutually beneficial and agreed to continue the meetings on a monthly basis.

ADJOURNMENT

The meeting adjourned at 10:15 a.m.



Kim Mason-Hatt, President AFSCME



Rebecca Polizzotto, City Manager