

Labor/Management Working Group (LMWG)
Meeting Minutes
23 May 2012

Members present:

Union: President Elin, VP Bangor Foreman, Luis Rivera

Management: Fire Chief Kramer, Deputy Chief Waeschle, Carmen Morris

HRO Representative: Lisa Ellingboe

EXISTING BUSINESS

1. Station Upgrades

- a. JP. 1391 will help with decision on the remodel or design and table it for another year. Without more information waiting to move forward. Meeting at 1300 with Captain Olson letting him know the options and request endorsement that it will not be dropped.
- b. Station 62 bay expansions - Progressing with scope of work. \$900,000. Made the Americans Recovery Act list and should begin this FY, the design phase. Walls were slated to be done with FY09 money working on getting it completed this FY. Kitchen remodel is wanted to upgrade it.
- c. Station 27 secondary means of egress has been designed. Project should start in May.
- d. Station 28 – Sprinkler system install. Share the scope of work with facilities. It is in the design phase. Nothing id's egress of apparatus, work hours were wrong. Lead paint and asbestos issue questions. Comments requested by the 26th to be submitted by the 29th.
- e. With the egress will lose a room. Will need to monitor to see if it is an impact
- f. Sta 28 Fire alarm system has been funded. Not sure when the start date is.
- g. JP renovation is suppose to start in May with a completion at 120 days from award. They are suppose to come and look at the low water pressure. Pass through is being worked on. Keypad for the sliding doors. Front doors will be given keys for all to lock doors. Minitors are part of the remodel.
- h. Truck bay is not funded. Is still in the design phase.
- i. Sta 62 is in progress. Waiting for heaters.
- j. 1391 received. Funded for \$870K to expand truck bay in length and raise roof. Looking good for FY11 1st Quarter funding. Will add in a female bathroom. Looks as if the training room will be expanded.
- k. 63 has moved to acquisitions. Waiting for money. Doors to be addressed in FY11. PWO asked to id swing money. FY10 4th quarter if not funded in the 1st quarter FY 11.
- l. 27 alarm system keeps activating. Egress to start May/June. 28 will be done after 27 is complete. 62, Letter to Capt Olsen and Admin betted to N4 then will go to the Admiral and off to CNIC N4. 660K to raise the roof, push back out and add training room. Should be funded in FY 11. Wall is complete and they are waiting on AC and heat. Seabees were in to measure the kitchen. (5/19)
- m. What are the CO detectors rated at. Why are they at the ceiling levels. Ken Suartz is the lead on them. George Nold will find out what they are done. (8/18)
- n. Waiting for lay down area once alarm system at 28. It is only the fire alarm system. Does it affect Prevention side. It's slated for 503 with NAVFAC. Need to check the SOW

- and with Inspector Bernhard. Need Prevention Chief to check to make sure that the inspectors are getting all info. (8/18)
- o. Self help project for 62 and 79 for the kitchens. Looking at 62 to be funded in Jan. Looking at same thing for Station 79. Looking at Station 79 being modified. (8/18)
 - p. JP Drawing of what they are initiating, only 40%. Needs to be review by Union and the Fire Inspectors. The code issues will be corrected. Propose to shift it 180 Degrees. Assigned Fire Inspector will work with A/C Spaulding on the project. Will have a hard time line Friday. Mid Dec will begin construction 5May11 is the planned completion date. Station 27/28 second means of egress and fire alarm system has been pushed to December. A/C Spaulding and Fire Inspector will review the code violations. Station 62 funding in Jan for kitchen and bathroom remodel. Expansion of bay is number 2 issue at CNIC. Should have status once voting is completed. Keyport working with Sandy Deangre to reworded statement of work for window replacement for FY11. Self help project won't be addressed until FY12. Will go up for a MILCON to combine Bldg 17/Sta 79. 2nd Quarter FY11 for funding for tower and FireBlast pad. Union still working with A/C Steil for the Everett expansion. EJB is purchasing air conditioners for Station 91(9/22)
 - q. Station final plan upgrades at JP have been submitted. Station 62 is still priority for the arrival of ladder truck. Looking like funding in 1/2nd quarter. CNIC has visibility on it. Station 27 still status quo. They are funded projects. Station 28 is suppose to add a second form of egress. (10/20)
 - r. Status quo to fund this FY not sure when due to CR. Started project at 27. Possible done the end of this week. 28 fire alarm project in progress. Started Friday expect 2-3 weeks till completion. JP delayed of up to 2 weeks due to the Gainwell system. This may push the completion out a few weeks. When it starts they will start on Admin side then move over. 4 hr estimate outage of the Gainwell system, they may have a fire watch during that time. Will decide that tomorrow. Looking into where to cover the engine when it is not in the stall. Peninsula Service has not begun their move out. Floor plan looks like it has been finalized. (11/22)
 - s. Concerned about Everett. Want 4 bunkrooms in Everett. Chief Steil wants to convert the TV room to his own bunkroom. Would like to see Captains share a bunk room and have the AC, BC and Inspector share a room. The firefighters want the TV room and not have TV drops in their rooms. This is a self-help project. Management wants to keep the TV room. All other station Captains share rooms. Only place they have individual bunk rooms is at 71. The room at NAVMAG is for management. Fire Chief is in agreement with Union to keep the TV room. (11/22)
 - t. Sta 27 is complete. Walk thru needs to be scheduled. Secondary egress completed. Needs exit side. Sta 28 in progress for fire alarms. Scheduled to be completed by end of Jan. Ahead of schedule. Sta 63 was delayed and was pushed to 2nd-3rd week in Jan. Gamewell system is the hold up. Project funded to replace system is going to being upgraded. Finish date will be pushed to end of June from May 5th. MILCON project to consolidate department at Bremerton denied. Will rescope the project to upgrade the stations to accommodate the new fire trucks and upgrade living conditions. Sta 62 UMC project to expand truck bay was not funded in first quarter and was pushed to Jan for a vote. Will move truck to 61 if it is not funded. Capt McCormick has found a temp facility. Need to contact EJB to have the spillways cleaned. Pad is slated to be funded in Feb. Seabees will move the training tower at the pad. MILCON for Keyport to be replaces. Shown that we are lowering the foot print reduction plan for Keyport. Rescope it to expand the bay and living conditions. Everett bunkroom project still in discussion with the Union and AC Steil. TV Room stays. NAVFAC is replacing windows at 79. Identified Self Help for Keyport's Kitchen. Interior carpet for future

- upgrade. Sta 28 sat down with AC Spaulding was told can't do punch through. Roof and floors are different heights. Was told would make it into a bunkroom for B/C since punch through cannot be done. Concern having Bunkroom near TV room and kitchen and noise issues for the B/C's. Union will follow up with AC Spaulding. (12/15)
- u. Everett expansion going out on cost estimates MILCON Bremerton project is being rescope into two separate projects to expand the two truck bays at 27. Meeting in 1st of March to keep the project visible. Bangor 61 waiting to hear about expansion of truck bays this month. N4 voting on it. If not funded rescope separate project to make a temporary facility with discretionary funding. JPARK generator is to become under the EJB contract for fuel and PM. Alarm issue taken care of. New design changes based on NAVFAC. 100% reduced to 45% because phone, station alerting and network connections were dropped from the plans. B/C Wold is engaged in the project to make sure they are not dropped. Cannot give an end date until they give us start date after they are 100%. Monday or Tuesday they may be at 100% planned. Upgrades for 27/28 A/C Spaulding is working on them. Intent is still move the B/C's down. Continue to work with A/C Spaulding on the project that will have the least amount of impact. Self help project as 62 waiting on funding until CRA is over. Had safety go over for RACK 2 need to have them test them for hydrocarbons. (1/19)
 - v. Vote this week to expand truck bay at 62. CRA may impact this and other projects. Management will send out notification when vote is official. Bremerton MILCON project on hold. Will de-scope it. Need to focus on expanding truck bays and living spaces upgrade. JPARK was at 45% last Tuesday. Should start seeing movement on the project. Still waiting on the start date. Keyport self help project is effected by the CRA. Contract from Skookum is that they are supposed to clean carpets once a year. Need to have the building manager make the report to get them done. Want to know what services they are suppose to provide. Nederman system upgrade at station 79 has been pushed to right. Brush truck is not hooked up to it. Management will working on getting the brush truck hooked up. (2/16)
 - w. JPARK at 100% and work should begin in two weeks. 1 project funded/1 alternate but neither are ours. Discussing location for temporary location of ladder truck and shelter. Everett bunk room project most likely for FY12. Keyport POM 14 for window project. Bremerton MILCON project, pipedream. (4/20)
 - x. JPARK there is lead paint issues at Bldg 30 that is delaying the project at least a few more weeks, 20 days or more. We're suppose to start renovations this week. Vented up problems with process and delays. Request to begin working on the Fire Station side. 62 renovation of kitchen (Self-help) is shovel ready, looks like it will be done this year. DC will follow up this week. 79 window project is progressing and looks good to be done this FY. Lower base expansion for ladder which is expected to be delivered in Aug will not be funded this year. Will be moved to 61. Everett is funded for the estimate. Still working on funding the project. CO is behind it. Will not be funded this year. Bremerton needs to put in a work request to fix floors that were self help projects. Still working with Michael Scott on re-scoping the Bremerton projects. Need to get the update from A/C Spaulding. (5/18)
 - y. No status change on any of lower base at Bangor. Not raising the roof will only reduce the price by 80K. Working on getting a tent from the SEABEES. Self help project will not happen. There is no money for it. No guarantee that it will be done next FY. Everett still working the bunkroom issue. NAVFAC admitted to responsibility. Bremerton working on revised statement of work. STA 28 503 waiting for funding on sprinklers, seismic upgrades, A/C and bunkroom remodel. STA 27 FY13 seismic upgrade is in the design phase in addition to bunkroom remodel. JPARK no change in status. Lead/paint abatement still at environmental, resubmitted on 3Jun. A/C

Spaulding will contact them today to check status. NAVFAC/NBK CO's are involved.
(16Jun11)

- z. Lead abatement process has been approved and ramp building at Bldg 30 has begun. Facilities gave contractor till 27 July to finish the ramp. \$400,000 cost raise wanted by the contractor but NAVFAC does not agree with the requested amount. NAVFAC agrees that there may be a minor increase of \$40,000. Work will continue while negotiations are made. 62 Truck bay expansions for new truck, went back and requested to reduce height. Only decreased by \$30,000. NAVFAC will not buy a temp facility but will install and supply utilities. Everett bunk room projects is progressing but will not be funded this FY. CO will fund with discretionary funding. Bremerton earthquake retrofit and ventilation is a 2013 MILCON project for the Building to meet current UFC standards. Might be more cost effective to demo the building and move occupants to another location. May exceed the 13.2M scoped for the project. Replacement of carpet at 27 with FY12 dollars. 28 unsafe/healthful condition put in and Safety came back that it is not unsafe and to put in a work order. Email will be forwarded to the Fire Chief. Self help kitchen project at 62 has been differed. Keyport windows waiting on start date and prices. (7/20)
- aa. Kitchen project has been started. Will take four weeks. Will inquire with NAVFC to change carpet to linoleum. All new lights in truck bay for 27 and repositioned. Sta 63 contractor for ground maintenance has 4 weeks to move. Issues over funding being worked out. Contractor is suppose to submit the work plans before they can start. Has not been done. Trying to determine where funding will come from. Looking at what to do with the engine if runs into winter. Truck bay is supposed to house apparatus during the winter. Truck bay is the first part of the demolishing. Building 435, seismic upgrade. FY13 MILCON, CNIC has question on it that we are answering. Lower base Bangor. Meeting last week with NAVFAC planners about truck bays. This one is #1 in ranking. Meeting on 8th of September to see if we can rescope project if the UMC vote was not approved. New ladder will fit height by a couple inches. Want it to meet UFC requirements. 62 Kitchen is not funded. Keyport is getting a new Nederman. Project for windows has not been awarded. Should be awarded in the next couple weeks. Start date to be determined. Everett is on the installation priority list for the CO's discretionary fund. Parking is being worked with Everett. Carrying over Keyport kitchen. (8/17)
- bb. Sta 63 project A/C Spaulding said they are suppose to start in 2-3 Weeks. Looking at being completed within 180 days, expected completion by 1 April 12. Bremerton is till undergoing renovation. 79 project for windows has been pushed to FY 12. 62 kitchen upgrade has not been funded. Everett bunkroom is on the installation project list and has CO visibility. Just got the scope of work for 62 truck bay expansion to include a temp shelter. (9/21)
- cc. Jackson Park is moving forward. Demolition schedule sent to McCalister via the contractor and A/C Spaulding. There will be only a three week period of time that the apparatus will be impacted and have to remain outside; 3Dec – 27 Dec. Project is slated to be complete in May. Management will work with NBK security to increase patrols during the period of time that the apparatus is parked outside to limit vandalism potential theft of equipment. Lower base, Station 62 Wentworth did a walkthrough with NAVFAC. The temporary structure will be placed in the current FF parking area with the temp parking slated to be behind the fire station outside of the blast arc. All temporary measures will need to limit impact the pond. The project is a design build and as part of the awarding of the contract when the plans reach a certain percent complete the temp structure will be erected. Management has requested that the temp

shelter be in place prior to final design phase. Bldg 76 project has been awarded. Next 60 – 90 day for preconstruction meeting. No deadline set for the windows, construction possibly starting in Feb. Station 29 bunk room is on the CO IPL and is #17. Cost around 89K. Hoping to be awarded this FY. CRA is set through Dec. Training pad is scheduled for concrete pour this week, which is dependent on the weather. Training tower will be rebuilt on site at 61. (11/16)

- dd. **Station 29** self help project for truck bay complete. Working bunkroom and have engaged with Public Works to get the SeaBee unit that is coming to WI on a 90 day rotation. No estimated completion date. **Station 79** upgrade has been pushed to the right. Site visit done on Monday. Should start window install in March and will provide schedule on which will be installed prior. **Station 62** renovation project without raising the roof 13 inches. 8 inches short of the UFC requirement. Looking to reduce the cost from over a million dollars. Will make sure housing issues are addressed. Should be awarded in the third quarter. Will be a design build. Will engage with the lessons learned from the JPARK project. Completion date from when project is awarded is 10 – 12 months. Addressing sprinkler system, raising the roof, how to accommodate bathroom remodel. **Station 27** the seismic upgrade being worked on. Awarded the design project. Expected to be done by end of FY for the design. FY 13 expected to be a planning period. Build will take a year and fire will be displaced at that time. Build may start a year from this coming Oct. Design team still needs to do a walkthrough. Was suppose to happen on Monday but did not. Will have the stall doors bigger, total remodel of bunkroom, separate heating/cooling system. AC Spaulding put out a request for inputs from the FF. Energy saving initiative is still going through but may be tied to this build. FC has it on his schedule to discuss in May the cooling units. Wall between dining room and workout room to be removed to make a larger dayroom. **Station 28** looked at air system and came down to a study. If by May if no solution wants approval for AC units. Request for central air system was put in and is being reworked due to system dropping it out. Meeting with system manager and did a walk through building and get a justification of getting it moved forward and discussed safety issues within the building. Learned some of the work orders get dropped out of the system. Set up with Rich Ramos to get building managers class set up and learn how to id and put in the right requests and repair work orders. Staying engaged with NAVFAC to make sure no work orders are lost. Need to not repair the problem but to follow up on the work request. **Station 63** they anticipate on starting on the stall. They have three weeks to finish the job. Last part of the project will be to cut into the road and tap into the water system for the sprinklers. This is a design build process. Materials are not determined and has caused delays due to having to get NAVFAC to sign off on the design one piece at a time until they can do the work. Wold met with JACO on the JPARK project. Expect to be complete by 1 June. Trying to park in front of the housing unit. Issue at shift change parked Engine in front of housing driveway. A few cars park on basketball court. Share other spots with housing units. Taking up spots in front of station someone non-fire parking on basketball court but not done constantly. Issue management has is why housing can't approach us directly with issues. Biggest issue sometimes oil drips onto the courts and damages it which can cost \$8000 to replace it. Don't want any vehicle on it for any amount of time. Working with EJB to let them know about shift changes to accommodate parking. Need to park on the side of the road until shift change is complete, and then they can move their vehicles to the open spaces. (2/15)
- ee. **Station 27** – Retro fit upgrade project has been awarded. To be completed October 2012. BC Spaulding staying engaged to keep union updated on all notices and VP

Dooley on meeting invites. Project is moving forward, expansion cannot take place due to "Historical" aspect. **Station 28** – Nothing to report. **Station 63** – Project completion date scheduled for June 2012; minor issue that apparatus truck bay slopes wrong direction. Truck due to go back inside 15 March 2012. **Station 62** – Request proposal completed (identifies scope of work) Will not be raising roof, full sprinkler system and fire alarm system. **Station 79** - Windows completed except window punch list. NAVFAC walk through, gold bullet gas line, self help carpet tiles, paint interior. No funding FY12 for kitchen remodel. **Station 29** - Status quo bunk room. Post 1 transfer, cops moved out. Union has not been engaged in process. Scott Steil has been heading up the project (Kurt handed out prints of plan). Receiving more space than the original plan, plan is to make an actual "training room". Additional staff bunk room. No funding tied to project, all are existing rooms with NMCI drops and will have N6 move VTC.

(3/15)

- ff. **Station 63** – Going well. May defer to mid June. Apparatus bay floor done does not drain to the center. NAVFAC said they will re-do the floor to fix the fact that it still drains to the back. They would only take out the floor that they have done. NAVFAC did not set the design to support the Bunker Racks. Was passed to them prior construction and has to come up with a design to reinforce the wall to support them. New foreman who did Station 61 project and Quality Control Manager. Some items were not identified in the contract and they will not do the work. **Station 62** – Truck bay is a funded project. Expecting awarded in July. Kitchen project is self help and is not funded. **Station 79** – Windows done. Kitchen self help project. Met with NAVFAC still awaiting funding at this time. **Station 27** – Seismic is now at \$33M. They figure a new one would cost \$40M. Design process is 20% complete. Not sure where project will go. Shipyard is committed to the project. MILCON – PA10 for the combined station outside CIA. Unfunded at this time. Keeping visibility with the CO. Will bring in and ID small project at this time. **Station 29** – Bunkroom project and expansion into old security area. CO has not finalized if the Fire Dept will get the space. XO did a tour of the building. No results of the walk thru. Bunkroom will be briefed on the expansion. Currently 19th on the CO's installation priority list. Don't foresee it happening this year.

(4/25)

- gg. **Station 63** is moving along ECD is July 7th. Chief Kramer did a walk through the week of 13 May. Looks like three weeks until they do the finishing work. The decision to replace the concrete floor or put in a type of drain there is no decision made at this time. If they dig out the entire floor will push out the completion date. **Station 62** has been delayed. Before the project can be advertised congress needs to approve the release of funding. Is still funded and will not lose money. The process cannot start until after 120 days after congress approves. One-year completion from start of the project. **Station 79** Windows installed. Captain Hathaway is still working on getting a quote for gas line to convert stove. **Station 79/62** kitchens are not funded at this time. **Station 27** is at 27M, 33M is max. Fire station is set to be downstairs except for the safe room. 4200 sq ft for living space. 25% of the design phase has been funded. Can't change windows/entrances. Will be allowed to expand two bay doors. DC will engage with AC Spaulding to get specifics on bay expansion. **Station 29** mold issue- Have discovered mold was extensive from floor to ceiling. NAVFAC will bring in mold consultant to oversee the project. Will evaluate Mold intrusion. Will relocate firefighters if deemed uninhabitable. Management is in the process of informal/formal notifications. **Station 28** work orders are out but all unfunded at this time. (5/23)

2. OT/LS Review

- a. 48/72 want to check on status. Concern that everything is going to A/C W and it is going to payroll. A/C pushed out needing all schedule assignment and is meeting with Faye Covington to go over it with her. Issues come back to A/C Waeschle on one list no matter how many issues there are. Vent them through the Chain of Command and not directly to payroll. This will not overwhelm payroll. By this time next month will look at the data to date. Overtime usage will be on the agenda. (2/16)
- b. Reviewed SL and OT. Showing reduction of total OT. Batt I is there a way to get DTS training to help with mileage. DTS training is available through the site and Rene at N3 is also available to assist.
- c. Still having issues bumping two people to cover one. (3/11)
- d. Reviewed LS usage and overtime and give an overview of what will be viewed from FY10 data to FY 11 data. Figures are based on SLACDA report. Need to make sure we are comparing the amount of FTE increases from FY10 to FY11. This is only SL data and no other data. Total monthly hours are an estimate. Looking at calendar month not pay period month. Still working out training issues. ESAMS is what they are working on with access to employees training by multiple supervisors. May need to look at adjusting the workload. First alternate is working at this time. Can leave at 0800 or once all staffing is accounting for. May need to address future problem. SL is down may need to do a time period for the First Alternate list so that someone is not on the list for long periods of time. Need to gain control of the OT and bring it down. (2/16)
- e. Lots of positive responses to AWS. Taska mentioned NASWI doing lots of double drills in Mar/Apr causing lots of weekend O/T. Chief Waeschle said about same issues stand with S/L. Ed had been doing some data collecting on reasons O/T needed. Off job injuries also contributed to O/T. Chief Waeschle says one solution is that might have to drop minimum staffing weekends, holidays. Not a great idea on safety issues. Comparing peaks/valleys and continue working on distributing Pods more evenly. Tweak schedule to reduce O/T. For LAI possibly take and move 1 person off Fri to Mon. Example saves approx 50% in O/T. Will have to do some more figuring. Suggest input/revisit policy for RDO selection. Voluntary O/T list. Chief Waeschle said if you want to work OT on day off, take initiative and call if you want it to be know you would like to be called. (4/20)
- f. Reviewed OT/LS since last year. LS from last year to this year show more hours burned. Having supervisors looking at the driving factors. OT executions WI burns less OT than Bremerton and Bangor. LS is a contributing factor. Union brought up the need to include the other factors to see the whole picture. Need to get the OT down. How much is OT executed on the weekends? Reviewed new Group information that Union constructed against what Management revised. Need to revise Leave policy that will address OT and not authorizing OT for vacations. With Group how often are we on max leave, Union will research it. (5/18)
- g. Hours are down but are still up compared to previous year. 90% from Battalion II was from Wildland training. Majority generated from Battalion II and III. Inspectors are not figured into it. Adjust to make it more equal to allow constant coverage as an organization as a whole. Revising Leave policy to reduce OT. (6/16)
- h. Reviewed OT and LS hours. Management sees the need to obtain feedback on how the members feel and get feedback about the schedule prior to August. Discussed

- leave policy. Management and Union will meet and revise leave policy to help reduce OT to be effective 01Feb12. Look at POD distribution of reservists to reduce OT. (7/20)
- i. Reviewed OT data. Numbers are good. Double coverage is occurring. Instruction has gone out that the closest station will cover the shortage. Need to know dates and times to resolve the issues. Reviewed SL, numbers are down. New revision to the leave policy. Poll is online and is going through the 27th within the Union. (8/17)
 - j. Reviewed OT data. Show decrease from FY10. Showing increase in SL from FY10 Polling was completed but numbers have not been sent up to management. Was Union wide not sure if it was broken down by Battalion. Working on significant OT hours trends and if the PODS need to be realigned. Reviewed OT slides to show the trends within the stations on OT. (9/21)
 - k. Reviewing OT/LS data to date. LS has increased over last year. We are fully staffed. Working on a brief that encompasses all type hour codes types. OT is down due to many factors not just the new schedule. (11/16)
 - l. Review the LS/OT. Down a bit on SL compared to last year. OT is trending down compared to last year. Compared FY10 through FY12. Reviewed cost avoidance tool that management uses that is available on G2. (2/15)
 - j. Will now be called OT/LS Review (3/15)
 - k. Looked at OT data from March. Had almost a 1% savings. Have had a 60% savings overall. In the SL/OT data take out the 0 to allow the average to equal out properly. Reviewed the SL looks higher but OT is still down. (4/25)
 - l. Reviewed LS/OT data from April. Continue to be successful in reducing OT. (5/23)

3. OWCP Problems

- a. Sharon said that accepting a position will not waive claim. Carol came back and said that it was not true OWCP office, Francis, said it will cover it but rescinded this when was told Carol was right. Now not sure at this time how it is covered not. Will gross salary be based on previous grade or new grade? HRO will inquire on how personnel will be affected. (5/18)
- b. Miscommunication on what is occurring. Need to set up a meeting with the Union and OWCP and Management. HRO will arrange the meeting. We are suppose to. (6/16)
- c. Meeting with Carol from OWCP on the 27th July from 1330 – 1530, Wednesday. Union will put out notification to find one other member that can attend. Need questions by NLT 25 July. Planning to meet at Station 28 training room. Lisa and Dawn will attend. Lisa will invite AC Spaulding and BC Swope. Discuss FF schedules and how we document our time. (7/20)
- d. Carol has no pass down on the previous issues and is being researched. SLCADA issues are a nationwide problem and are being handled at a higher level. Was a policy that was supposed to be written and was never completed. No solid answer on the 081 schedule solution. (8/17)
- e. No update at this time. (9/21)
- f. Meeting over the issues was delayed. Carol was given questions from the Union and she wanted to get more information that was not passed down to her. Union needs to send the questions to the Deputy so he can send to Carol again. No status on the 081

- schedule. Need to get with Ellen Rosen on the schedule that Faye Covington started and see if they can get it resolved. (11/16)
- g. HRO spoke with Carol to discuss the issues. Set up a meeting on Thursday April 5th. (2/15)
 - h. Preparing FECA workshop dates TBD. Will be offered to all Managers and Supervisors (3/15)
 - i. Lisa and DC attended FECA training. Agreed to with Carol to provide 3 separate trainings via VTC for Station Captains and Captains. First training on 24th May at WI, others to be scheduled. Will be responsible for the BC and Station Captains to know and help them to explain to FF. Will allow time keepers to know what needs to be annotated in SLCADA for employees to be paid properly. Provide Fire Fighter compensation pay sheet. OWCP sees the LES and if it is entered incorrectly will stop all payment. If LES and CA7 does not match will cause issues. Is time on Monday morning to correct issues prior to noon. Employee needs to take an active part in their pay prior to certification and after certification. Supervisor needs to cross check to make sure CE populates if not will need to manual push. FICA information will provide information. No policy is being written by OWCP. No regional policies on OWCP. No one has been pushed to a 40 hour work week as in the past. Management cannot speak on behalf of an employee unless given written documentation to do it. Will give the training on CA 1, 7, and 17. Work on getting a regional policy in place to cover everyone not just for the fire department. Sat down with compensation office. HRO will look at past discussion and pull names to see who was involved. Will research the past information. Union wants OWCP to honor previous agreement. FECA is not responsible to provide it. They are the liaison between the employee and OWCP claim process. Union wants to revisit with OWCP and meet to discuss issues and answer to the letter. Have union provide agenda items to discuss but will not discuss issues on old cases. Lisa will pull up the letter and will scrub out what Carol will not discuss and send to the Union for review to make sure all items they want are on it. (4/25)
 - j. Carol has been scheduling the classes. June 24th at WI is the first training. DC has reviewed the brief and requested specific guidance based on his questions. Paul and Carol are working on dates for the remaining locations. DC will follow up with Paul on the final schedule. (5/23)

4. Government vehicle use for public relations

- a. Management was incorrect with interpretation of guidance. At time of troopers memorial the request received did not have all the needed information and due to lack of information provided the request was denied. Management made decision based on lack of information. When participating in public events, the response time cannot be diminished. Possibility to take reserve unit. In future management will authorize as long as response is not diminished and a properly request form to include all required documentation is provided, if minimum staffing will allow. Was agreed that the request form will be located on G-2 and management will create the form within 30 days (15 April 2012). Normally most requests are 5 days in advance for public events. Funerals will be handled on a case by case basis. (3/15)
- b. Union has put out the information on the process to its members. Management has put it out through management on several occasions. Management will develop a request tool that the department can use to make the requests and provide all required information. CNIC does not support any funerals, it does not consider them a public event only a private event. Management will continue to support as long as they follow the Region instruction. Will send to the union a request from another region that was

sent up to CNIC allowing them to do it. Process is to route it up the Chain of command, not all information received can't properly approve it. (4/25)

- c. Form is available on the G2 for use. Will allow for tracking by management. CLOSED (5/23)

5. AEMT class schedule

- a. Union indicated that the schedule is never proposed, is just put out. Union requesting advance notification. Please include union on all e-mails. (3/15)
- b. Need to follow up with Terry who is waiting for the state. (4/25)
- c. Terry still waiting on official state that there is proctors for exam. Last notification is May/June/Sept. Unofficial update working CNIC to make Fed Fire own county/State so do not have to rely on State for proctoring. DC will get the Union an update. (5/23)

6. Union training

- a. May 14th Silverdale – training will be taught to IAFF union all personnel attending are off duty. May 15th and 16th class on Federal Training Statutes open to management, HR and plan to be held at JP. Union needs to determine the impact and managements decision will be based on impact. (3/15)
- b. FLRA statue training and have invited management and HRO to attend. Union needs to provide impact of what members are not off on those days. Most members will be off on those days. Need to know who will attend from management to get enough work books. One day class starts at 0800. Roy Cobrunn is a district field rep from the 16th district that is giving the training. IAFF is sending their rep out to give the training. No local costs have occurred. HRO will see if Management can attend or not (4/25)
- c. Went off well. Gave them a class on OWCP there as well. CLOSED (5/23)

NEW BUSINESS

1. N9 fitness assessments

- a. Addressed personnel signing liability last month. Filled out name and PARFQ and fitness goals. Keyport received email that if they refused to sign would have to wait on assessment. Believe it has been resolved. Extension has not been sent out. DC will send this out. Will obtain a revised form that the Firefighters will take with them. Extension of 30 days should resolve it. (5/23)

2. Unmanned fitness centers

- a. Have approval for WI center. Created manual for Union to review with SOG. Have to be inspected by N9. Jackson Park will get the same manual as WI created. NAVFAC inspected. N9 approved since a work order was put in for dedicated circuits for equipment. When JPARK is done will invoke same system. (5/23) CLOSED

3. Notification for injuries

- a. Was addressed yesterday. MAC request was generated March 2nd. 5/12 injury from spider bite no notification to management. No visibility, DC has for action. Will be adding Lisa Ellingboe to the supervisory notification list. (5/23)

4. Union Notification of Change of Work

- a. Article 16. Hours of work. Kid's day is scheduled to June 2nd. No union notification of this. Part of the issue it is the end of the pay period. Schedule will be odd shifting on a voluntary basis. Safety trailer requires four people. One inspector required. This is not mandatory and is voluntary only. CLOSED

5. Fill the boot

- a. 5th & 22nd June. Will send curtsy notice for outside Trigger gate off government property like last year. Will not do it at Bremerton or WI at this time. Will not wear any Department name or logo. Will wear bunker pants with MDA shirts. CLOSED

6. Awards

- a. ED will be awarding Large Dept Of The year starting at NAVMAG on 31st at the fire station, tentatively planned. Admiral Bremerton/Bangor may award only to the on duty personnel. CLOSED

7. Training

- a. DEMOI survey working on a training plan. Assistant Chiefs are finalizing the plan and selection process based on HRO guidance. Revamp work force development and utilize N16 leadership selection process. IDP, Recommendation panel with bargain unit members. Will be new business for next month.

Next meeting scheduled for 20 June 2012 at 0930 – Management Hosts