

## SUB-LMPC Meeting Minutes 20 July 2011

### Members present:

Union: President Elin, VP JPARK McCalister, VP WI Hiteshew  
Management: Fire Chief Kramer, Deputy Fire Chief Waeschle,  
Carmen Morris  
HRO Representative: Lisa Ellingboe, Dawn Wilkie

### 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 26<sup>th</sup> to be submitted by the 29<sup>th</sup>.
- 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 1<sup>st</sup> 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 4<sup>th</sup> quarter if not funded in the 1<sup>st</sup> 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. 2<sup>nd</sup> 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 1/2<sup>nd</sup> 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 5<sup>th</sup>. 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 1<sup>st</sup> 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 27July 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)

## 2. HRO/FF Retirement.

- a. Laura will ask HRSC will provide support. Provide training on it. Unable to provide information. Need to send up questions to Laura that she can provide it to the Retirement classes.
- b. Sent Betty questions. Need to push up when they get the service. 3 years before retirement you can go onto My Biz and get a councilor. Free course on Friday for it. Still waiting for more information. Union wants to have it done at each Battalion.
- c. Laura is still waiting on Betty Newson 's for what she can offer, no response. There is a question on who is attending and when they can attend. When they get general retirement questions contact Laura Harris so she can push the issue. (8/18)
- d. HRO got a response. HRSC can do this instead of paying for it. They will send someone from back east, VA, to do the training. This will be less costly. This would provide training to HRO locally to receive this training. Cost would be over two days for \$2500. May want to retain them longer to cover more shifts. Only two CSRS left In the region. Need more FIRS information. They have agreed to come out. They recently did a brief in Hawaii. Management wants the maximum effect. Discussed sending Carol Cromer. Management asked the Union to look at sharing the cost with the department. Need 2 classes in Batt I, 4 in Batt II and Batt III with this schedule will catch 90% of the employees. Make sure it is not over the high leave times. Times of Late Jan to Mid March. No comp time as the Union is setting this up and the Management is assisting and will cover the cost of non union members. Union will go out the members to see whether members would come in on an off day to receive the retirement briefs to reduce the cost to the Union. E-Board will need to vote on it. Laura will go back to the (9/22)
- e. E-Board wants to know the final cost before approving. Two instructors for FIRS. Did not need CSR because only two personnel are under that program. Four hour classes once a day. Looking at end of Feb to Mar due to the CRA. Not around the 15<sup>th</sup> due to conferences. No Overtime or CE authorized. (10/20)
- f. Laura called Betty to let her know what we need. Says we are asking for too much. Virginia will get a proposal together.
- g. Disability retirement is a voluntary choice. We are required to find a comparable position. If you turn down the offer you lose ability to collect your disability. What is

- comp? Is it FF based or GS? Reasonable accommodation with in the command then going outside the department. No obligation to pay beyond the work they are performing. VA law says there will be no loss due to military disability. Union will do more research and work with HRO on definitions. (11/22)
- h. Betty sent proposal to Laura and presented to Union. Two days with a morning and afternoon session in March and April. Laura will go back and find out why we are being charged for something that is part of her job assessment. Give an option to use the VTC if they want. Need assurance that the bargaining Unit members will participate on the training after hours if management splits the cost. This will take three trips. Can mandate on duty training by compensation with down time. Will not make mandatory for off duty personnel. Hours at WI/Everett have WI in the morning for the full time 830-1230 and Everett 1600-2000 and reverse the time for Everett 830-1230 and WI 1600-2000. Bremerton 0830-1230 Bangor 1330 -1730 and reverse it for the second day Bangor 0830-1200 and Bremerton 1330 – 1730 and have a third session for Indian Island 0930-1300 for both days and this will allow anyone who missed it can attend. Spouses are encouraged to attend. Look at alternate location for Bangor to have the training at. Need to set up a list in advance with names that need access to the base. Union will drop it form the LMPC agenda if agreement is made. (12/15)
  - i. Laura went to N8 \$600.00 pre each trip, per diem rates based on location they are going to \$80 per day, rental car. Looking at \$3500/\$4000 for the training. If they do it now Union will have to fund it or wait until CRA is over. Any non-union member must pay the \$45 back to the Union. Union will be voting on Friday and have decision back by the end of the week. (1/19)
  - j. CRA has impacted us splitting the cost. Union waiting until March to see if we get out of CRA before scheduling and funding it. (2/16)
  - k. No change in CRA. (3/10)
  - l. CRA
  - m. Taska asked about retirement class. Chief Kramer will look into. Says still impacted by CRA. Management to attend so asked if they will pay a portion. Approx \$3,000 total. (4/20)
  - n. Revisited schedule. HRO is going to look into who should really pay and see if someone else should be paying for the travel and an exact amount. Get exact cost for 2 visits with 3 training days and 5 days of per diem and 2 travel. How can the Union pay the Government for their portion of the training? (5/18)
  - o. 51/49 rule will not allow Union to pay half. Went out with a test on VTC and will be able to conduct it. Everett VTC will be fixed at a lower cost and will be able to move forward with bridge requests on agreed upon dates. Need to go back with CBC with dates and specific questions. Will be three days of training for four hours. Will build presentation based on advanced question and will leave time at the end for new questions that arise. Depends on availability of VTC and instructors, proposed Mon-Wed-Fri over a three week period. Will work out dates to get the largest groups as possible. Start after week of 4<sup>th</sup> of July. Spouses can attend at non-secure location. Can set up as annual training in the future. (16Jun)
  - p. Training has been schedule for 8, 10, 12 August. Questions are due back to Paul Snider by the 27<sup>th</sup> of July. Training will be designed based on the questions. Management is planning on scheduling this training again in Jan. Brief will be posted for anyone to look review. CLOSED (7/20)

### 3. Testing Facility

- a. Upcoming issue of going to McCord to take CDC tests. Everett will remain as a testing location. Tue/Wed 1300 and Thurs 0830 testing days at McCord. Must go through training Chief for setting up. Everett College does not have a set schedule.
- b. If scheduled in advance a government vehicle can be made available when required certification testing is needed.
- c. CNIC is working on an enterprise solution. No estimate time of completion.
- d. Status quo waiting on CNIC response (11/22)
- e. Keep pressure up on CNIC to provide another facility. Gene Roush is discussion it with SEANAC and we are being asked to discuss with N7 at the local level. One only way to take the exam is through a written test. Who dictates who gives the practical, someone who already has the certification. Was told only done the practical by the B/C. Management will talk to training to resolve it. Suggested to have the GS9 administer the practicals. Put on guidance on it.(12/15)
- f. Still status quo with CNIC. Still in discussion with N7 at the local level. Still have Everett and Lewis/McCord. Looking to establish another site, Bangor for the region.(1/19)
- g. No change. We would have to prove that what we have is not functioning. (2/16)
- h. No change in testing facility. Ed mentioned reimbursement for ferry pass. Not a problem, issuing ferry passes. Chief Waeschle advised to let training know of situation ahead of time and it would be addressed. (4/20)
- i. No Change (5/18)
- j. No Change (6/16)
- k. No Change CLOSED (7/20)

### 4. Alternative Work Schedule (AWS) status

- 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)

#### 5. Library materials out of date

- a. At the stations are out of date. See us as falling behind due to updated editions. Is there an online addition. Capt Dorr is putting standardized lesson plans to G2. Get managers access to upload. No requirement for Firefighters to put the picture up if you don't want to. Training Officer is going through inventory of current library and is developing a procedure to track where the manuals are. What is the inventory for each station for training. Inventory more frequently to keep track of that is at the station. (01/19)
- b. Status quo (2/16)
- c. Should be resolved by the end of the month. Validating the inventory right now. (3/11)
- d. AEMT course materials should arrive by 5 May. (4/20)
- e. Materials have been identified and are ordering them as funding is available. Working on a system to track the books to control without locking them up. (5/18)
- f. 1 set received and 2 sets on order. Working on standardized training and manuals to make it consistent. Working on a committee of personal to work on it. (6/16)
- g. One order pending. Want to have a complete inventory before pushing them out. Provide what is currently required for CDC's. (7/20)

#### 6. Washer/Dryer @ WI

- a. At Station 71 but have the same washer/dryer. Not capacity but availability is the issue. Is there space and utility to support it? Union will check into the infrastructure to see if it will support it. (01/19)
- b. There is no second connection. Possibility in the utility at bay area in the decon room for a second set. Would have to have the second set installed. Need to scope the cost. (2/16)
- c. Chief Kramer says QOL program will have to run down cost on plumbing for installation of W/D (4/20)
- d. Union had meeting at WI and passed to QOL to obtain the costs. (5/18)
- e. No updates (6/16)
- f. CLOSED until WI provides measurements and quotes. (7/20)

#### 7. Breast Cancer Awareness Week

- a. Would like to use the pink t-shirts provided by the Union for the week. Management will support it through union. (3/10)
- b. T-shirt design contest for Breast Cancer Awareness. \$50 prize money to dinner of choice. Union to buy shirts for union members to wear on duty for GS-9 Capt and below for week in Oct. Chiefs want Pink ties. (4/20)
- c. In Oct. Still designing the T-Shirts. Being voted on by Union next week and present the design to management. (5/18)
- d. Presented designs to the Management. Discussed changes and colors. Come up with reflection of the partnership with Union and NRNW. Copy of the changes give to Management. Will take back to the E-Board (6/16)
- e. Final design done. Union is researching T-Shirt vendor. Some members of the union would like to do it for two weeks instead of one. Management wants to stay with one week. Union proposed Sunday 9th-15th of Oct. Management accepted dates.

#### 8. EMS Proposal

- a. Advance EMT awaiting informational email. Changes have been accepted by the State of WA. Will be in effect by 15May. Will be out 01 Jun. Transition from current levels to 4 levels.
- b. Hold ILS will be considered EMT-B. Have to hold the full credentials or attend an Advanced EMT class to be and ILS. Must attend an Advanced EMT class to meet the current PD.
- c. Once meet state requirements and test will transfer to National once they are aligned.
- d. Practical's can be administered through the class but have to have a state proctor administer the test. Can test three times. Fail third have 6 months and can retest after 40 hr refresher course. Will have three more times and if fail again have to attend the full class again.
- e. One EMS book was issued to each individual to beginning studying months ago.
- f. Classes will begin 16-20 May. 48 hour course at WI first. Administer class for Batt I/II 23-27 May. Keep ambulance in service and will go back over missed class time. Will have to work around calls and schedule and vacation. Another class can be done. Drop dead date is 01Jun. If class in progress we meet the date.
- g. Combitube training by an SEI/Paramedic twice a year on a patient and/or manikin.
- h. EMS Chief will put together a schedule for the Union and will have it out by Monday to allow planning. No one is on LA during that time. 02 Jun will be the scheduled exam date and a second date will be schedule with two test times on the day of the test.

- i. Those who hold the IV-Tech and hold the EMT cert will be allotted to attend the course as well. (3/10)
  - j. Classes are scheduled for Oct. Requirements have been realigned. Will have all requirements that state want in place will be addressed in the class. Rolling out new CPR guidance and ordering new training CPR equipment. Current instructors do not have access to required cards or new manuals. Berry and Morse have the training. Will follow up with more information. (6/16)
  - k. CPR instructor certs being worked. Waiting to see when the CPR instructor classes will be scheduled and certifications have begun. (7/20)
9. Drug Testing
- a. Carl doesn't believe it is not cost effective doing it the way we are. Needs to come in with a proposal. HRO will arrange the meeting.
  - b. Proposed 0900 start time and move around the dates based on the new schedule. Wants to do geographic area testing. This is cost effectiveness measures.
  - c. Union will provide the read ahead of previous agreed upon testing procedures. (5/18)
  - d. Still at the 1 for 1 testing. 100% was discussed at another level, no official numbers have come out. Requirements are Random collections in the organization. Current system is not as effective at gathering random samples. Want to implement one location that other Stations within the Battalion can come to. Eliminate impact on employees. Geographic location at a prescribed time to a single location. Will not affect the ready response. Bring to next meeting an agreement on how the new samplings will be conducted. Emergencies will always take precedence over the collection and will defer numbers to the next pool not individuals. (6/16)
  - e. MOU reviewed. Identify the five collection points. Revise MOU to clear up the collection points. CLOSED. (7/20)
10. 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 using CT/CE as we are suppose to. (6/16)
  - c. Meeting with Carol from OWCP on the 27<sup>th</sup> 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)
11. G2 Issues
- a. Unable to access the team site. Issues at JPARK and Bremerton. Need to contact NMCI.
  - b. Requesting training for how to use the site.
  - c. Management will have A/C Wentworth check permissions to the site.
  - d. Issues are fixed. Problem was permissions. N5 adjusted based on spreadsheet provided by Management. If there are issues need to contact up the Chain Of Command if permission issues occur. CLOSED (7/20)

## NEW BUSINESS

1. G2 Purchase Request Tracking
  - a. Going to start new system for purchases. AC Wentworth has developed PR to create visibility and allow program coordinators to expedite and streamline it. Will implement over a year and work out the problems. Management will put out a PowerPoint presentation to allow an understanding of the system. (7/20)
  
2. D/O PD become a testable position
  - a. Currently an assignment. Some people are on PD and some are in the position. One individual is not on the PD but are is acting/assigned to the D/O position but does not have cert. Is a reassignment not an open completeive position. If they are assigned to the PD they will have the cert. No mission requirement for the D/O PD.
  - b. Has assigned Driver or should rotate. Management will put out guidance on assigning a free, fair and equable rotation for the driver during a shift until a D/O is assigned. CLOSED (7/20)
  
3. PQR Duty Chief
  - a. Should be one for each Battalion. Management will run down the checklist. CLOSED (7/20)

**Next meeting 17 August 2011 at 0930 – Union Hosts**