

***Labor Management Relations
Quarterly Meeting Minutes
Central Office, Washington, DC
February 17-18, 2016***

Participants

Agency

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February 17-18, 2016 Agenda Items
Agenda Items: UNION

1. Master Agreement article 6 section (C)

What is the status of the Master Agreement requirements for notification of Legal Protections/handouts/and Professional Liability Insurance 28 C.F.R. § 50.15-.16 (Prior National LMR April 2015 Agenda Item #1 remains unresolved)?

- a. When does the Agency intend on fulfilling its contractual obligations of Article 6(c)? And
- b. When does the Agency intend on notifying all Employees of their coverage of Liability Insurance premiums and the Agency's fiduciary responsibility of their portion of those premiums?

Who: OGC/ADMIN

Resolution: Legal protection was an agenda item in the April 2015 LMR meeting. The legal protection notice was provided to the Union and in the minutes. The parties agree, in lieu of

handout distribution of legal protection, the legal protection notice will be published on Sallyport. New employees will receive this information during Introduction to Correctional Techniques.

As for liability insurance, the Bureau of Prisons continues to provide liability reimbursement for up to one-half the cost of professional liability insurance, not to exceed \$150 (maximum). http://sallyport.bop.gov/co/adm/budget_ex/docs/doc2012/professional_liability_insurance_me_mo-5-1-07.pdf

2. OSHA requires First Aid Training to all Employees in the absence of Medical Personnel

- a. Due to the hazardous nature of the Correctional Environment, and
- b. Absent 24 hour medical coverage in most Federal Prisons and
- c. OSHA First Aid Standard 29CFR1910.151 requires “trained first-aid providers at all workplaces of any size if there is no infirmary, clinic, or hospital in near proximity to the workplace which is used for the treatment of all injured employees.”
- d. All employees should be trained in basic trauma response, Basic Life Support, etc.
- e. As an alternative the Agency can provide minimum level of coverage by hiring a paramedic to cover the off-shifts that currently have no medical coverage.

Who: HSD

Resolution: Consistent with the Master Agreement, employees will be provided first aid treatment within the competence of the professional staff and facilities of Health Services. In addition, policy requires cardio pulmonary resuscitation (CPR) and automated external defibrillator (AED) training for all law enforcement employees.

3. Correctional Service Rosters

The agency has taken a position to start removing correctional service post from the rosters that they deem unnecessary to have these post. They are saying this is because of overtime issues have been on the rise. They are now using 2013 Correctional Staffing Guidelines this is to me just another way of them getting away without hiring the proper amount of staff to safely run an institution. They have been allocated funds for more staff but ignore the fact. We currently have institution out there that are running at 89% to 93% staffing levels. I believe Article 27 clearly states the first, which affects the safety and well-being of employees, involves the inherent hazards of a correctional environment. The employer agrees to lower those inherent hazards to the lowest possible level. In my eye's they are putting staff in more unsafe conditions and putting staff at more risk of assaults and possible death. We have lost many staff based on this reason stated above and has become a norm for the agency but not for the families and coworkers that no longer have them here today.

Who: CPD

Resolution: This matter is currently being discussed in the Partnership Council, and is therefore withdrawn.

Res *[Signature]*

4. Position Descriptions

The agency writes these and uses them to implement things that contradict the contract, and then hides behind non-negotiable. They write rotation through post for example, such as with the laundry positions, when the contract clearly doesn't support rotation, but seniority based bidding.

Who: HRM

Resolution: During discussion of this issue, the Union identified Materials Handler Supervisor, as the position in question. It was explained that the Materials Handler Supervisor position descriptions (PDs) are graded based on the duties and responsibilities as described in the PD. Therefore, removing the requirement of rotation may affect the grade of the position. Where no rotation practice or procedures exist at the local level, procedures for rotation should be developed consistent with the Master Agreement and policy.

5. Community Correctional Staff Travel

The agency is refusing to reimburse travel for Locals that represent the Community Correctional Staff.

Who: HRM/ADMIN

Resolution: This matter is the subject of current litigation at the local level and is withdrawn.

6. Safety of Staff at the Community Corrections

The reasons the staff are requesting handcuffs, stab vests, and pepper spray is because of the location of the halfway houses. The staff has stated how they have been in altercations with inmates at the half way houses and did not have any handcuffs to restrain the inmate until PD showed up. Just recently the RRO and his supervisor were chased by a homeless woman with a knife walking to the half-way house. They have police reports from outside agencies stating how drug sales and criminal activity is very high at the locations of the halfway houses. The RRO also stated that they do not conduct their rounds at night because it is not safe, especially at the LA, SF and Oakland locations. I am sure this is a bigger issue than just the western regions, but we do have some of the most dangerous cities for halfway house locations.

Who: RSD

Resolution: The parties discussed this issue. Management reminded the Union that consistent with Program Statement 5576.02, National Protective Vest Procedures, "Staff not assigned to a vest institution who request a vest, will be fitted and receive a vest."

ACS
All

February 17-18, 2016 Agenda Items
Agenda Items: AGENCY

1. E-Performance Update

Who: HRM

Resolution: The Bureau of Prisons will discontinue the use of ePerformance and resume the paper process effective with start of the new rating cycle: April 1, 2016.

Employees whose rating cycle ends March 31, 2016 will be issued their final evaluation in ePerformance. Performance standards/work plans for the rating cycle beginning April 1, 2016 will be issued utilizing a paper process.

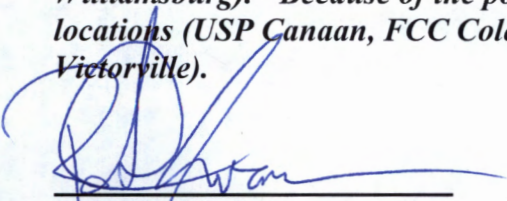
Probationary employees whose plans end prior to Sept. 19, 2016 should be completed in the ePerformance system. For probationary employees whose plans will end after Sept. 20, 2016, raters should print the employee's plan from the PDF available in ePerformance and complete the performance evaluation process utilizing a paper process.

2. Core Correctional Communication Presentation


Who: HRM

Resolution: The Union was provided information on Core Correctional Communication (also known as C³). It was explained that C³ is a voluntary 4 day interactive course that teaches a coaching approach to communication to help enhance communication skills.

The course was piloted at 4 locations (FCC Hazelton, FCC Pollock, FCI Dublin, and FCI Williamsburg). Because of the positive response, it will be expanding to include 6 additional locations (USP Canaan, FCC Coleman, FCC Beaumont, USP Lee, FCI Waseca, and FCC Victorville).



Robert Swanson
National Representative
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