CBUD WASTEWATER TREATMENT LABOR-MANAGEMENT COMMTTEE BY-LAWS

Mission Statement

Management and union representatives for the City of Bloomington Utilities Department (CBUD) have established a labor-management committee (LMC) to address issues of mutual concern to the City's wastewater treatment facilities and their employees.

The purpose of the committee is to involve both workers and managers in achieving overall improvements in the City's wastewater treatment operations. Through better communication, problem-solving and attention to operation priorities, the committee's main goal is the development of a high-quality public service organization, to meet the needs of workers, managers and the larger community of citizens and rate-payers in the most efficient manners possible.

In the course of fulfilling its mission, it is understood that the LMC is neither an extension of nor a replacement for the collective bargaining relationship that exists between the Utilities Department and the union representing its employees.

Membership

The committee is composed of no more than nine members, of which at least four are appointed by AFSCME, Local 2487. Membership includes plant-level shop stewards, the superintendents of the Dillman Road and Blucher Poole treatment plants, and a representative of CBUD administration. It also has an executive council composed of one union and one management representative. Committee members (both union and management) not appointed by reason of position of office will serve two-year terms as agreed upon and arranged by the committee's executive council.

Meetings

Meetings of the committee will be scheduled on a regular basis. The committee's executive council will confer as needed between regularly-scheduled meetings, to assure that the LMC's obligations are met. In addition, the council is authorized to call special meetings as deemed necessary.

Meetings will be chaired on an agreed-upon basis by either a management or a union representative. Minutes will be taken in a similarly agreed-upon basis.

Agendas

Meeting agendas will be developed by the LMC's executive council and distributed at least two days prior to regularly-scheduled meetings. Other committee members are expected to assist in this process.

Quorum

There must be a minimum of five committee members (at least two each from management and the union) present at any meeting in order for business to be conducted officially. In the absence of a quorum, business may be conducted informally, subject to approval at the next meeting where a quorum is present.

Actions

In order for the committee to take any action or make a recommendation, decisions must be reached by consensus. The "voice" of any member absent becomes part of the consensus.

Dispute Resolution

Should the committee reach an impasse over any matter of substantial importance, the executive council will arrange for impartial, outside assistance in reaching a satisfactory resolution of that issue. This is to allow the remaining work of the committee to continue without interruption.

Communication and Employee Involvement

The committee will solicit input (comments, suggestions, issues, problems, etc.) from the full wastewater treatment workforce and will regularly post the minutes of its meetings.

It is expected that all CBUD wastewater treatment employees will be involved in one or more aspects of the committee's ongoing work.

Review and Evaluation

The committee will review and evaluate its work no less frequently than once a year and, in doing so, may call on organizational representatives and others from outside CBUD and the union to assist in this process.

Adoption

Approved and adopted (date)

June 21, 2013

For AFSCME Local 2487

Don Anderson

Jason Cox

Terry Fluke

Tony Walden

Richard Webb

For CBUD Management

Steve Drake

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