

CBU Wastewater Treatment Plant Labor Management Committee (LMC) Report to the Utilities Service Board

The LMC last reported to the Utilities Service Board in February 2014. This report highlights important LMC activities and accomplishments from February 2014 through January 2015. Since the last report, the LMC has met once a month except November when there was no scheduled meeting. The location of the meetings rotate between the Service Center, Dillman Road and Blucher Poole.

LMC-Sponsored Safety/Training Events

In principle, the LMC supports an overall policy of: 1) making work-related education and training available to all eligible employees; 2) assisting those in need of continuing education to maintain certification; and 3) providing departmental funds to pay for employee education and training on a fair and equal basis for all.

It is the practice of the LMC to provide a sufficient number of training events for all employees to maintain certification and complete OSHA required training. To that end, the Safety/Training Subcommittee organized ten training sessions in 2014 – one each month from January through October. On average, approximately 14 employees attend each session.

The topics for the 2014 training sessions included secondary efficiency, Fleet's guidelines for vehicle use, nitrification and denitrification, workplace violence, improving communication, cold weather impact and treatment process, brewery and winery discharges, and making sense of lab numbers. Guest speakers included Brian Wilson (Director of Safety and Training), Ginger Thomas (Assistant Director of Human Resources), Barb Smith (owner of Wastewater 101 – teaching IDEM approved wastewater courses), Jason Cox (Blucher Poole Operator), Tamara Roberts (Pretreatment Coordinator) and Bradley Rushton (a representative from Fleet).

14th Annual LMC Retreat

The LMC held its fourteenth annual retreat and business meeting on August 15th at Cascades Golf Course. Patrick Murphy, CBU Director, opened the retreat with his remarks about employee resources citing the large number of upcoming retirements.

Mr. Murphy spent the remainder of his time speaking about the budget. He distributed the 2015 Wastewater System Extensions and Replacements Budget and the 2015 Expense

Summary, drawing attention to the details particularly on the extensions and replacements budget.

Next on the agenda was a commentary from Lee Balliet, past LMC Facilitator, that included a retrospective of the state of unions. He eloquently described the rise and decline of unions since World War II, with particular emphasis on Indiana.

The business portion of the retreat focused on the review and approval of small changes to the bylaws and on subcommittee reports. From there, the retreat moved to the next guest speaker, Diane Dormant (IU Professor) who shared her suggestions on how to manage workplace change.

The last topic for the retreat was Jean Joque's (LMC Facilitator) presentation of the results of the Employee Survey that the LMC conducted earlier in the summer. Below is a summary of the survey.

LMC Employee Survey

In July of 2014, the LMC sent out an employee survey to the two wastewater treatment plants with 10 questions. 16 employees out of 33 responded. The results from the multiple choice questions were very positive. From comments section of the survey, the LMC has decided focus on issues in two areas:

1. Team and interpersonal relationships
2. Policy enforcement and favoritism

To address the first issue, an SOP was created in the Communications Subcommittee and passed in the LMC to address the required communication at shift change. Action to address the second issue is currently being discussed in both the Executive and Communications Subcommittees.

Operation and Maintenance Highlights

The LMC continues to use the monthly meetings to discuss and resolve plant operation and maintenance issues. Highlights during the reporting period include:

BLUCHER POOLE

- A leak at the grit building was found to be in the 2½" PVC line and repaired. The 24" main was not leaking, as Engineering had originally thought.
- 15 basin valves in the primary building have been replaced.
- The ceiling collapse in the primary building has been repaired.
- The belt press wiring has been completed.
- Maintenance was completed on the main breakers in the motor control.
- New computers have been installed.
- A new front end loader has been purchased.
- Pollutants coming in to the wastewater treatment plants near the end of 2014 caused some processing interruptions; changes were implemented and the plant has improved.

DILLMAN ROAD

- A new bulldozer, front end loader, pick-up truck (with snow plow) for plant operators and a multi-use skid steer have been purchased.
- New tile and carpeted floors were installed in the administration building.
- The bar screen compactor has been rebuilt.
- 2 lift pumps were sent out for rebuild.
- A new air blower motor for #3 basin blower has been installed, the #2 grit elevator has been rebuilt, 3 new fuel pumps were installed, and the grit washer auger and #4 RAS (return activated sludge) pumps were rebuilt.
- 2 new PH meters were installed.
- Air diffusers have been cleaned and repaired.
- The conveyor belt for the press has been repaired.

Both treatment plants passed Indiana Department of Environmental Management inspections.

As is customary, Representatives from CBU Engineering met twice with the LMC to discuss maintenance issues at the wastewater treatment plants. Highlights include new SCADA equipment at Dillman Road and completion of an actuator project.

Personnel Developments and Changes

In February, Terry Fluke (no longer on the LMC) was replaced by Steve Drake as Co-Chair of the Operations Subcommittee. Drake was replaced as co-chair of the Communications Subcommittee by Bob Houshour.

In August, Garrett Towell joined CBU as the new Superintendent of the two wastewater treatment plants, replacing Steve Drake who retired. Towell replaced Drake as Co-Chair of both the Executive and Operations Subcommittees. Additionally, Tammy Brown replaced Jeff Mitchner on the LMC.