

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

The LMC last reported to the Utilities Service Board on April 2, 2007. This report highlights important LMC activities and accomplishments from April 2007 through March 2008.

LMC Sponsored - Training/ Safety sessions

Since April, there have been nine LMC-sponsored Training/Safety sessions. In June, there was a demonstration and explanation of the TV truck. Risk Management presented on safety instruction in July. Brian Wilson presented on confined space training in August. Bearings, Inc. presented in September and HP Products presented in October. Risk Management presented again in November and January. In February, Safewaze offered training on general, personal, and protection safety. In March, Wilson presented on mower safety.

Due to employee demand, the LMC also decided to alternate the location of the training/safety sessions each month between Dillman Road and Blucher Poole, instead of holding all the sessions and Dillman Road. The LMC continues to monitor attendance at each meeting to gauge the effectiveness of the sessions and there has been a slight increase in employee turnout since alternating session locations. The employees can often earn Continued Education Units through these sessions.

Status of Subcommittees

Has anything changed over the last year?

CBUD Wastewater Treatment Plant LMC Retreat

The LMC held its annual retreat on June 22, 2007, at Cascades Park. CBUD Director, Pat Murphy, opened the meeting with formal remarks, thanking the LMC for its work over the past year, including the role the LMC has played in getting and keeping the City's treatment plant employees, both labor and management, on the same page and for its contribution to training/safety within the plants. Murphy also congratulated the committee's six-year existence.

The LMC also identified and discussed achievements, benefits, barriers, and threats surrounding the committee and its process. The top achievements identified include: operating the treatment plants as efficiently as possible, maintaining a focus on employee safety, facilitating communication in a non-threatening environment, and encouraging a sense of teamwork. Goals for the future include: continuing efforts to increase employee participation in LMC projects and activities, continuing improvement in overall communications at the plant level and between the plants, AFSCME, and CBUD administration, and continued improved in computer, safety, and other related training.

AFSCME Recognition

At the end of October 2007, the LMC submitted a letter to the President of AFSCME, Local 2487, Danny Mullis. The letter, outlining the committee's past accomplishments and future goals, requested a pledge for AFSCME's continued support of the LMC.

In January 2008, the LMC received a response from AFSCME, agreeing to pledge their continued support and asked the LMC to continue its efforts to meet its future goals.

Website Updates

During the past six months, the LMC has been working to make changes to the new LMC website that will be launched when the City launches its new website. Updated items include: goals, subcommittees and membership, bylaws, and contact information.

Update of Standard Operating Procedures

The operations committee members at both Blucher Poole and Dillman Road have been working to update the Standard Operating Procedures to reflect the changes [WHAT CHANGES SPECIFICALLY?] made at both plants.

Savings from Plant Projects

In the fall of 2007, the LMC decided to begin keeping updated records of the savings in the plants that have occurred due to LMC actions and decisions. The committee hopes to make this an ongoing process and also hopes to document past LMC-related savings as well as current savings.

League of Women Voters

In response to concerns brought up by a representative of the League of Women Voters in August 2007, the LMC appointed four members to investigate and address the concerns. The committee sent a memorandum to the League, answering the questions raised, and has not heard anything since.

FMCS Proposal

In December, the LMC submitted a project proposal for consideration to present at the Federal Mediation and Conciliation Service annual conference to be held in Washington, D.C., June 2008. The presentation proposal entitled, "City of Bloomington Utilities Labor-Management Committee: Marking Six Years in Partnership Success," was not chosen as a presentation and the LMC was provided

with feedback on how to improve the abstract for possible submission to the 2009 conference.

2007 Employee Survey and Results

The LMC received a high response rate to the 2007 Employee Survey, there was also a great deal of criticism received through the surveys such that the LMC felt a response was necessary. The Executive Committee drafted a memo explaining the LMC structure and relationship to the city and to AFSCME. It was also announced that meetings would be held with each employee, providing a question and answer time with the goal to elaborate on the LMC goals and processes.

Updated Bylaws

In September, 2007, the LMC decided to amend the Bylaws to allow for nine members instead of eight. **WHY WAS THIS DONE?**

LMC Orientation Packet for New Employees

The LMC decided in September to draft a letter for new treatment plant employees, explaining the LMC and how the new employee can get involved. The letter, signed by the Executive Council, is given out to new employees.

Survey Results:

1. At which plant do you work? 12 Blucher Poole 15 Dillman Road
2. The majority of employees at my plant support the LMC and what it has been trying to accomplish over the last six years.

<u> </u>	<u>3</u>	<u>9</u>	1 <u>11</u>	<u>3</u>
Strongly Disagree	Disagree	Not Sure	Agree	Strongly Agree
3. The LMC process should be continued as it has over the last six years.

<u>2</u>	<u>4</u>	<u>6</u>	<u>10</u>	<u>5</u>
Strongly Disagree	Disagree	Not Sure	Agree	Strongly Agree
4. Have you personally been part of an LMC activity (attended an LMC-sponsored training, attended an LMC subcommittee meeting, requested help or information from an LMC member, etc.) during the last year.

<u>22</u>	<u>5</u>
Yes	No
5. If you or someone you know does *not* support the LMC process, please tell us why you think this is so.

Responses from Dillman:

You can beat a dead horse, but you can't make it drink the water.

The LMC is not responsible for the operation of the plants.

No response

I feel that the people who complain the most at LMC meetings will always do so. I think there is an open door policy now to talk about any issues that arise.

N/A

Still must abide by manager's final decisions.

Possibly do not want any extra effort. Want to work their shift and go home.

Negative personalities and just a griper.

The time of the meetings.

There are still small group(s) of employee(s) that can do no wrong.

Responses from Blucher Poole

Not sure

Because the LMC does not really look into what the operators need.

Lots of reports from LMC members that upper mgmt. has too much control – shuts down discussions before they get started. The LMC was formed to handle everything management-related except personnel disciplinary problems. Certain members should not be able to simply close an issue. Everything else is an LMC matter and should be handled as such. Universal committee membership should be exactly that.... Plant improvements are part of the LMC process too (SOPs) included – why is it not going through LMC?

Some people think opinions don't matter, what management wants is the way it will be.

Being stubborn

No one

6. What change or changes can you recommend to increase employee support of and participation in the LMC process?

Responses from Dillman:

Communication, communication, and location... without separation by participation or lack thereof

More hands on training events.

Set up a rotation of non-LMC employees to come into LMC meetings and see how/what is going on.

Not support them.

Have some LMC trainings off site if possible?

S.I.O.A meetings seem to be of a big interest. Allowing S.I.O.A again might re-spark interest in LMC and other things.

Reward them with recognitions for a job well done if needed.

Safety meetings should not be an option; they should be required. People don't go if they don't have to.

Change the time of the meeting from 5 p.m. to 1 p.m. More people would come.

More employee involvement in the planning and review stages of plant upgrades.

Responses from Blucher Poole

Not sure

Let the employees make more changes that need to be done, not management.

The process should run as designed, management should not be able to shut down discussion.

Let employees tell what is needed and what's best for the plant, after all they do run them and know what's best.

Trust and start having more activities to get be able to get CEU's.

7. In the space below, please state what you think should be the LMC's two main priorities for the coming year.

Responses from Dillman

Tech training that is approved by IDEM.

Training by outside companies.

Increase the work ethics of all employees (to take pride in their work)

All employees working together as team players.

Keep things in order to keep plants running smoothly
Training.

Transfer those for the LMC in or out.

Use LMC budget for training without hassle.

Updating the new construction SOP's

Have sub committees meet quarterly regardless of being needed. Some ideas may arise at meeting, other than remaining idle.

Training – enabling employees to obtain CEU's without uptown grief.

Better supervision.

Rewrite of SOP's at both plants.

Work to increase employee participation in LMC process.

Increasing Morale.

New people on the LMC, New Ideas

Fair application of all jobs to every employee

Increase employee participation

Responses from Blucher Poole

Not sure

Safety

Safety

Improve openness – encourage quiet attendance of LMC meeting and work sessions by all employees – make it more transparent.

Management is either on board with the LMC or not, if they are going to “run the show” the LMC needs to be dissolved. Management should be prohibited from independent unilateral decision at the plants without LMC due process. Let’s either have an LMC or not. And let’s address these problems openly so all employees know what and why.

Saving money, continue making decision together

Sign agreement, work together, think positive, be smart

CEU’s

Involve more people and listen.

Instill cooperation and communication between all employees.