



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS
*Human Resources and Labor Relations
Committee*

January 19, 2011

MEETING MINUTES

Committee Members Present

Anthony H. Griffin, Chair
Kathleen Boucher
Howard Croft

Board Members

David J. Bardin
Paivi E. Spoon

Union Presidents Present

Shawn Henson, AFGE 2553
James Ivey, AFSCME 2091
Barbara Milton, AFGE 631
Jonathan Shanks, AFGE 872

Senior Staff Present

George S. Hawkins, General Manager
Katrina Wiggins, AGM, Support Services
Charles Kiely, AGM, Consumer Services
Randy Hayman, General Counsel
Olu Adebo, Chief Financial Officer
Linda R. Manley, Board Secretary

Anthony H. Griffin, Chairman, called the Human Resources and Labor Relations Committee to order at 11:20 a.m.

Union Presidents

Untrained sewer services employees working on water mains – we are concerned about cross contamination into the water system.

Human Resources and Labor Relations Committee
Minutes for January 19, 2011
Page 2 of 4

Jonathan Shanks, President, AFGE 872 stated that he had submitted a letter regarding this subject to both the General Manager and the Board regarding union concerns that Sewer Workers were assigned to work on water mains which could potentially result in water contamination. He expressed concern that the board members never received a copy of it. He indicated that Mr. Hawkins told him that the decision was made because Sewer Workers were tired and needed relief. However, Mr. Shanks asserted that there were qualified workers at Bryant Street who had been available to perform the repairs and in his opinion Sewer Workers are not qualified to work on water mains. Mr. Shanks then alleged that after bringing this complaint to the Authority and Board of Directors, his officers came under attack with regard to their official time. They were prevented from attending disciplinary meetings. He also noted that there have been discussions about combining the Water Division and the Sewer Division and that he has seen a draft organizational chart. However, there have not been any discussions with the Union.

Mr. Griffin indicated that he received a copy of the letter at his office in Fairfax and then he asked the General Manager to respond to Mr. Shank's concerns.

George S. Hawkins, General Manager stated that it was his understanding that everyone received Mr. Shank's letter and a response to the letter was sent on January 4. He indicated that he would check to see if there was a problem with the mailing of the response. He indicated that due to the recent cold weather, DC Water experienced several water main breaks. It is not an unusual practice in critical situations to have sewer workers assist with water main repairs. There are protocols that must be and were followed regarding sterilization and the usage of equipment. He further indicated that the protocols used to ensure no cross-contamination were outlined in his January 4 letter to the union. Mr. Hawkins commended the excellent work that is being done by DC Water service crews and indicated that many positive comments were receive by customers regarding their responsiveness. Finally, he noted that with regard to any potential merger that he had not seen any documentation recommending a merger. He is aware that there is a proposal being developed.

Kathleen Boucher, committee member asked whether this type of work had been done by sewer service workers in the past. Mr. Kiley stated that on a regular basis sewer operators has been asked to work on water crews. However, an entire crew have not been utilized in the past. He noted that a water services supervisor was always assigned to lead the sewer crew.

Howard Croft, committee member asked if the General Manager holds labor-management meetings with the unions and noted that it would be a good forum to discuss matters such as reorganization with the unions. Mr. Hawkins responded that he expected that he would receive a document listing the pros and cons of such a merger. He would then provide that document to the unions and discuss it with them to ensure that all of the pros and cons of the merger were considered. He also assured the Committee that whatever the final decision is, a clear explanation of the decision would be included.

Update on the fire alarm systems at COF building and other DC Water Facilities

Barbara Milton, President AFGE 631 indicated that during its last meeting, the Board directed that certain things regarding the fire alarm system be done and that the unions were seeking an update on those directives.

Steve Caldwell Acting Director of Facilities stated that monitoring devices have been installed that relays any alarm to an alarm monitoring company. This company will call the fire department whenever there is a fire alarm at CMF, COF, Solids and Bryant Street. He further indicated that he is working on adding the O St. facility on the same monitoring system.

Pavi Spoon, committee member asked if there was any plan for the remaining buildings at Blue Plains. Mr. Caldwell indicated that they will be hooked into a system that will notify the new security building that is being built. Upon receiving an alarm, Security would automatically call the fire station and escort them to the correct building upon their arrival.

Action Items

Designation of Lesser Competitive Areas

Arthur Green, Acting Director of Human Resources gave an overview of Designation of Lesser Competitive Areas. He explained that the purpose of the designation is to add three Departments to the list of Departments that could be subject to a reduction in force (RIF). There were several questions and comments made by Board members. Mr. Bardin noted that it was in 2003 that the Board last dealt with this issue. He requested a summary of the regulations related to Lesser Competitive Areas as well as an explanation/example of how a RIF work before any decision was made. There were comments regarding the use of the word ‘lesser’, the effect of adding departments to the list, whether there were anticipated changes that would cause the list to be implemented, changing the designation from department to type of employee, and RIF rights.

Ms. Milton asked why there was a need for lesser competitive areas and why all departments and all positions (union and non-union) could not be open in the case of a RIF.

In light of the Board member’s questions, Mr. Griffin requested further research on this item to include exploring the option to design based on type of employees rather than departments.

Cigna Health Care: Company Paid Life Insurance Cigna Health Care: Short –term and Long-term Disability Coverage

Katrina Wiggins, AGM Support Services indicated that these two plans were up for renewal and requested that the Committee recommend their approval at the next Board Meeting. Since there were no questions or comments regarding the CIGNA Health Care items, these contracts will be presented to the Board for approval with a recommendation from the Committee.

Committee Schedule 2011

Mr. Griffin proposed that the Committee meet at 11:00 a.m. the second Wednesday of every other month. No member of the Committee objected and the schedule was set.

General Manager's Work Plan and Annual Evaluation

Mr. Griffin indicated that the Committee will go to closed executive session to address this agenda item.

The Committee entered the executive session at 12:20 p.m.

The Committee exited the executive session at 12:30 p.m.

The Committee meeting was adjourned at 12:35 p. m.