



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS

*Human Resources and Labor Relations
Committee*

*October 28, 2008
1:30 p.m.*

MEETING MINUTES

Committee Members

Anthony H. Griffin, Chair
Howard C. Gibbs
Kathleen Boucher
Robin B. Martin, Board Chair

WASA Staff

Jerry N. Johnson, General Manager
Linda R. Manley, Board Secretary
Barbara A. Grier, Assistant General Manager
Avis M. Russell, General Counsel
Katrina Wiggins, Human Resources Director
Stephen L. Cook, Labor Relations Manager

Union Representatives:

Barbara Milton, President, AFGE Local 631
Delores Stevens, Secretary, AFSCME Local 2091
Jonathan Shanks, President, AFGE Local 872
Sean Henson, President, AFGE Local 2553
Janet Owens, Vice President, NAGE

Anthony H. Griffin, Chairman, called the Human Resources and Labor Relations Committee (the Committee) to order at approximately 1:40 p.m. Mr. Griffin changed the order of the agenda and began the meeting with item number 4, Union Presidents' Issues. The unions presented the following items:

- Emancipation Day – Barbara Milton, President, AFGE Local 631, requested that the Committee consider making Emancipation Day an Authority holiday for all employees. Mr. Griffin requested that Jerry N. Johnson, General Manager, provide the Committee with a recommendation.
- Petitions from Local 872 – Jonathan Shanks, President, AFSCME 872, requested to meet with the Board of Directors directly to address concerns raised by a

petition signed by 89 of his members. Mr. Shanks stated that the signatures are an indication that the work environment is not good at the Bryant Street location and that a significant number of employees would leave tomorrow if an early retirement incentive was offered. Mr. Shanks noted that the Committee had not responded or addressed the issues presented in the petition. Mr. Griffin explained that the Committee represented the Board and advised Mr. Shanks that he needed to identify the specific issues that were of concern. Mr. Griffin also advised Mr. Shanks that he should first address employee and work issues with the General Manager.

- Office of Employee Appeals (OEA) – Barbara Milton, President, AFGE Local 631, asked for an update on the Authority's consideration of allowing employees who declined union representation to appeal to OEA. Avis Russell, General Counsel, explained that the enabling legislation exempted the Authority provided that the Authority enact its own personnel regulations. Ms. Russell noted that OEA was established to address violations of the District's personnel regulations. Stephen Cook, Labor Relations Manager, noted that the collective bargaining agreements provide for a grievance process. In addition, there is an appeal process of non-represented employees. Mr. Johnson stated that the collective bargaining agreements provide for a much simpler and less time consuming grievance process.
- Working Conditions Collective Bargaining Agreement Process – Barbara Milton, President, AFGE Local 631, requested consideration to negotiate the next collective bargaining agreement with a coalition of less than five unions. Mr. Johnson stated that he would consider this request.
- Internal Improvement Program – Delores Stevenson, Secretary, AFGE Local 2091, requested that the unions be provided with an update of the Internal Improvement Program (IIP) at the quarterly meeting with the General Manager. Mr. Johnson stated that the document itself had not been updated but would provide information on progress and status. Ms. Stevenson also apologized to the General Manager for not bringing this up at the last Labor Management Meeting.

Robin Martin, Board Chair, stated that this was his last Committee meeting and expressed appreciation to the Committee and the Union Presidents for their efforts to work collaboratively during his tenure.

Mr. Cook provided a Labor Relations update noting that FY 2009 union general wage

increase effective October 12, 2008 had been processed and will appear on the November 4th pay check.

Ms. Wiggins, Human Resources Director, provided an overview of the accomplishments for the fourth quarter and FY 2008 highlights. The report included information regarding new recruitment efforts and training initiatives.

Mr. Griffin asked about the status of key recruitments. Mr. Johnson gave an update on progress to date for the CFO and Chief Engineer positions. Ms. Wiggins noted that another executive search firm had been hired to assist with hard to fill executive and senior level positions.

Mr. Griffin distributed a copy of an evaluation instrument for the General Manager. He requested feedback on the instrument from Mr. Johnson and the Committee. In addition, he requested that the General Manager provide the Committee with a self-assessment that can be forwarded to the full Board in November.

Having no further business, the meeting was adjourned at 2:45 P.M.