



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS
*Human Resources and Labor Relations
Committee*

January 11, 2012

MEETING MINUTES

Committee Members Present

Anthony H. Griffin, Chair
Alan Roth
Carla Reid
Howard Croft
Joseph Cotruvo

DC Water Staff Present

George Hawkins, General Manager
Christopher Carew, Chief of Staff
Katrina Wiggins, AGM – Support Services
Randy Hayman, General Counsel
Linda R. Manley, Board Secretary

Union Presidents Present

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

1. Call to Order

Anthony H. Griffin, Chairman, called the meeting to order at 11:26 a.m. He indicated that the Committee needed to go into Executive Session and asked that the Agenda be revised to reflect this change.

2. Union President

A. AFGE 872 President, Jonathan Shanks presented the committee members a document and cover letter regarding revised job descriptions for positions in the Water Services Department indicating that the additional CDL requirements being added to the current positions descriptions disadvantages internal employees.

Mr. Griffin asked the General Manager to respond. Mr. Hawkins stated that the purpose of adding the CDL requirement to the two positions is for continuation of operations in situations when the regular CDL driver is not available. Mr. Carew noted that the change to the job

requirement for the two positions does not apply to current employees, and that the new CDL requirement would only impact new hires. Mr. Hawkins agreed with the Union's concern for safety, and stated that safety is always a top priority. Mr. Hawkins indicated that management would welcome a discussion to explore what additional training or requirements should be put in place to maintain the skill level of employees with CDLs who are called upon to drive on an irregular basis. .

Mr. Carew added that Management tries to work with the unions to achieve a mutually beneficial outcome.

Mr. Croft questioned management's process for consulting with the Unions and asked why these types of situations continue to rise to the level of grievance or discussion at the board/committee? Mr. Carew and Mr. Hawkins responded. Director, Human Capital Management, Arthur Green, described the job classification process.

Mr. Griffin asked for the status of the grievance that was filed by Mr. Shanks regarding this issue. Mustaafa Dozier, Manager, Labor Relations, outlined the issues that were presented in Mr. Shank's grievance and noted that issues had been addressed. He indicated that the safety concern raised during the Committee meeting had not been included in either the grievance or any discussions regarding the new CDL requirement.

Mr. Roth noted that he believed that there needed to be better collaboration between Management and the unions.

Mr. Ivey, President of AFSCME, Local 2091 made a comparison of the current labor/management relationships to the current congress and senate, and noted that everyone should take personal agendas out of the process, and work toward a joint mission and building a partnership with trust rather than assuming an adversarial role.

Mr. Roth concluded the discussion on this subject by commenting that he found it interesting how each side speaks to the other.

Ms. Milton, President, AFGE Local 631 then discussed the two items listed as follow-up items on the agenda regarding the tool kit review by Mr. Hayman and her previous question regarding DC Water offering an early out for Civil Service employees similar to the DC Government.

Discussion followed by Mr. Roth and Ms. Reid.

3. Proposed Committee Name Change to Human Capital Management

Committee

Mr. Griffin indicated that he supports Management's recommendation that the name of the Human Resources/Labor Relations Committee be changed to Human Capital Management and

Human Resources and Labor Relations Committee
Minutes for January 11, 2012
Page 3 of 3

Labor Relations Committee to coincide with Human Resources being changed to Human Capital Management. However, he requested to defer bring to the full Board until the Governance Committee has a chance to review and agree to the change.

Discussion followed by Mr. Croft and Mr. Roth.

At 12:57 p.m., the Committee went into Executive Session to discuss personnel matters pertaining to the General Manager's evaluation.

At 1:22 p.m., the Committee returned from its Executive Session and the meeting was adjourned.

ACTION ITEMS: Mr. Griffin requested a state of labor relations at the Authority be placed on the agenda for the next meeting of the Human Resources/Labor Relations Committee in March.

Ms. Reid requested information regarding acting assignments. What is the criterion for selecting an employee for an acting assignment? The amount of time spent in the position should be factored into the decision as to whether to give consideration for acting experience; what is the incentive for accepting an acting assignment? How much time is spent in an acting assignment? How are acting assignments handled at other organizations?