DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY

BOARD OF DIRECTORS

Human Resources and Labor Relations Committee

April 29, 2008

MEETING MINUTES

Committee Members
Anthony H. Griffin, Chairman
Howard C. Gibbs
Jacqueline Brown, Ph.D.
Kathleen Boucher
Keith Stone

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

Board Members Present
David J. Bardin, Board Member
Robin B. Martin, Board Chair

Union Presidents
James Ivey, AFSCME 2091
Michelle Hunter, NAGE R3-06
Barbara Milton, AFGE 631
Jonathan Shanks, AFGE 872
Shawn Henson, AFGE 2553

Anthony H. Griffin, Chairman, called the Human Resources and Labor Relations Committee (the Committee) to order at approximately 1:35 p.m. Mr. Griffin invited the union presidents to present the topics submitted for discussion at the meeting. The items were as follows:

- Emancipation Day – James Ivey, president of Local AFSCME 2091, stated that employees feel that the Authority is not friendly towards them because Emancipation Day was not recognized as a holiday. He stated that this is a holiday observed by the District. He noted that in previous years, the General Manager granted administrative leave but did not do so this year. Barbara A. Grier, Assistant General Manager, Support Services, explained that Emancipation Day was not among the holidays

negotiated in the collective bargaining agreement. In addition, Ms. Grier noted that Emancipation Day is currently the subject of a grievance filed by the unions. Mr. Griffin asked Mr. Ivey whether the unions were willing to give up another holiday for Emancipation Day. Mr. Ivey reply was no and that WASA employees should observe the same holidays as the District. Mr. Griffin inquired as to the status of the grievance. Stephen Cook, Labor Relations Manager, stated that the arbitration hearing has been completed and the Authority is awaiting the final decision.

- Changes to the Personnel Regulations – Barbara Milton, president of AFGE Local 631, stated that the unions did not have an opportunity to review the changes to the personnel regulations after the unions submitted comments. She requested that the unions be allowed sufficient time to review the changes to the regulations prior to final rulemaking. Stephen Cook, Labor Relations Manager, stated that the Authority responded to the union comments on the regulations in a memorandum, dated March 20, 2008. Ms. Milton stated that the unions were not informed when the regulations were going to be published and requested 15 calendar days for review and comment.

- Office of Employee Appeals (OEA) – Jonathan Shanks, president of AFGE Local 872, expressed a concern that the Authority does not have a process of appeals and should be participate in the DC Office of Employee Appeals (OEA). Stephen Cook stated, the legislation that created the Authority expressly exempts WASA from the OEA provision of the Comprehensive Merit Personnel Act (CMPA). The Committee requested that the Staff provide information on the Office of Employee Appeals at the next Committee meeting. Committee member Jacqueline Brown requested that staff explore alternate dispute resolution as a method of resolving differences and disputes.

- Employee Skills Assessment Testing – Jonathan Shanks, expressed a concern about the Authority's propensity for employee testing without informing the unions and the effect of such testing on employee morale. Ms. Grier explained that the issue Mr. Shanks was referring to was not employee testing but an employee skills assessment, to determine training needs and to collect skills level data so that training material could be appropriated tailored for the workforce. Ms. Grier acknowledged that staff did not adequately communicate to employees the purpose of the assessment and that it was not tied to the individual. The assessment was pulled back and a communication plan will be developed and implemented before conducting the assessment. Terry Gilmore, Training and Development Manager explained that he met with the unions on January 17th to discuss the assessment and provided a copy of the instrument that would be used. All unions, with the exception of AFSCME Local 2091 were present at the meeting.

Committee member Brown noted that improvement in communications with the unions and employees is necessary. She recommended that for certain projects and initiatives, staff and the unions should engage in joint communication strategies.

- Manpower Shortage – Shawn Henson, president AFGE Local 2553, raised an issue about the decrease in manpower and the increase in workload in the Department of Sewer Services, which causes excessive overtime requirements. The Committee requested information and discussed the position requisition process, authorized verses budgeted headcount, vacancy rate, and their impact on workforce planning. Mr. Bardin requested that the headcount and vacancy information be included in the General Manager's Report to the Board.

Mr. Griffin moved to the next agenda item, the D.C. Residency Preference Update. Jerry N. Johnson, General Manager, explained that the Jobs for DC Residents Amendment Act of 2007 (the Jobs Act) became law on April 9, 2008. He also noted that the DC Budget Support Act of 2008 contains a provision that would exempt WASA from the Jobs Act. Gordon Fry, Government Relations Director, informed the Committee that the mark up of the Budget Support Act of 2008 will begin next week and the final reading will be on June 3, 2008. The Mayor will sign the Budget Support Act and transmit it to President, who will refer the Act to Congress. It is projected that the Budget Support Act of 2008 will become law in early June 2008. After discussion, the Committee decided to forward the resolution pertaining to WASA's implementation of the D.C. residency preference law to the Board for action at the May 1, 2008 meeting. Mr. Johnson specifically requested direction from the Committee regarding immediate implementation of the Act since it is now a District law. Mr. Griffin stated, and the Committee concurred, that implementation cannot take place prior to the Board taking action on the resolution.

Mr. Griffin moved to the next item on the agenda, the Personnel Regulations. The Committee decided to defer recommending personnel regulations to the Board to allow the unions 15 calendar days for review and comments. The unions agreed to the time frame and acknowledged receipt of copies of the proposed personnel regulations.

Mr. Griffin stated the Executive Session (personnel matter) would be deferred to the next Committee meeting on May 27, 2008.

At approximately 4:20 p.m., the meeting was adjourned.