



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS

*Human Resources/Labor Relations
Committee*

*June 21, 2005
10:00 a.m.*

MEETING MINUTES

Committee Members

Bruce F. Romer, Chair
David J. Bardin
Alexis Roberson
Stephanie Nash
Alfonso Cornish

WASA Staff

Jerry N. Johnson, General Manager
Linda R. Manley, Board Secretary
Terry W. Gilmore, Training Manager
Avis Marie Russell, General Counsel
Otho Milbourne, Benefits Manager
Stephen Cook, Labor Relations Manager

Bruce F. Romer, Chairman, called the Human Resources/Labor Relations Committee (the Committee) to order at approximately 10:05 a.m. and immediately moved the Committee to an Executive Session to discuss Labor Relations issues. The open session reconvened at 10:45 a.m.

Committee Chair, Bruce Romer began the meeting by briefly discussing the Human Resources/Labor Relations Committee General Responses Report (the Report). Mr. Romer stated that the Committee is the appropriate vehicle for the union leadership to interact with the Board and felt the dialogue was a good start and perhaps should continue on an annual basis. Jerry Johnson, the General Manager, provided additional comments on the report by emphasizing the magnitude of the documentation resulting from the safety issues.

Committee Member, Alexis Roberson, stated that the report is thorough and extensive and raised a concern about the amount of official time the union representatives spent in a workday. Mr. Bardin wanted to know who are the other employees who are using official time. Mr. Johnson deferred the question to Steve Cook, Labor Relations Manager, for a response. Mr. Cook explained that the contract provides for up to five (5) union officials per union to use official time.

Mr. Bardin cited page 14, table 3 of the report and wanted to know if some of the 25 hours spent per employee for AFSCME 2091 should be charged to the Department of Public Works. The General Manager committed to getting an answer at a later date. The Committee jointly agreed that the General Manager should continue to work toward containing the costs for official time. Mr. Johnson committed to providing a copy of the responses to the union leadership, upon request.

Mr. Romer then moved the agenda to the next items. Terry Gilmore, Training and Development Manager, provided an overview of the Employee Climate Survey and the Career Development Program. Mr. Bardin requested a copy of the survey to review the questions. Alexis Roberson asked for the cost of the survey. The General Manager committed to providing a copy of the survey to the Committee and stated that he would also identify the costs of the survey. Mr. Bardin also asked a question about the number of classes that would be offered for the Career Development Program and praised the Human Resources Department on its training and development program.

During the presentation on the conversion of the DCWASA 401A/457 Plan Conversion to Fidelity, Otho Milbourne, Benefits Manager, responded to questions from Mr. Cornish about the blackout period and the cost impact of the change. Mr. Milbourne stated that the blackout period was May 6-24, 2005 and the cost impact was favorable (cheaper) to the participants. Mr. Johnson commented on the smooth transition of the change.

Chairman Romer then requested that the Committee review the Human Resources/Labor Relations Committee Report by exception and asked if there were additional questions. He then moved to discuss the last two items on the report, the Aon Contract continuation and the change in the administrator from the CFO to Human Resources for the ICMA Deferred Compensation Plan. Alexis Roberson pointed out an error in the amount for the Aon contract. The General Manager acknowledged that the amount should be \$482,000 for the year and would make the change on the document. The Committee voted to move both requests forward for approval by the Board.

Prior to the end of the meeting, the General Manager acknowledged to David Bardin that the Authority had corrected an error in the Comprehensive Safety Report.

There was no other business.

The meeting was adjourned at 11:30 a.m.