



**DISTRICT OF COLUMBIA
WATER AND SEWER AUTHORITY**

BOARD OF DIRECTORS

*Human Resources/Labor Relations
Committee*

June 3, 2004

MEETING MINUTES

Committee Members

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

WASA Staff

Jerry N. Johnson, General Manager
Linda R. Manley, Board Secretary
Barbara A. Grier, Human Resources Director
Wendy Hartmann, Acting General Counsel
Olu Adebo, Controller
Everett Lallis, Occupational Safety & Health Director

Bruce F. Romer, Chairman, called the Human Resources/Labor Relations Committee (the Committee) to order at approximately 12:14 p.m.

Jerry N. Johnson, General Manager, informed the Committee that the PERB Unit Modification hearing is scheduled for June 7, 2004 through June 9, 2004. Mr. Romer suggested that staff contact Alan Levy, the Authority's Labor Attorney and Chief Negotiator for the first Collective Bargaining Agreement with WASA's unions. He noted that Mr. Levy could be of assistance in providing historical labor relations information.

Marvin Jones, HR/Payroll Consultant, provided the Committee with an overview of the Ceridian Self Service feature for employees. Employees will be able to access their benefits and payroll information online. Employee orientation and training is underway. Employee Self Service will be available to employees on Monday, June 7, 2004.

Barbara A. Grier, Human Resources Director, presented the Human Resources/Labor Relations Report. Committee member Lucy Murray inquired as to why random drug testing was not conducted during the second quarter. Ms. Grier stated that random testing was impacted by the solicitation for the vendor to conduct the random selection process. Committee member Alexis Roberson asked Ms. Grier to rate employee morale on a scale of 1 to 10, with 10 representing high morale. Ms. Grier responded

that while morale varied by department, she rated overall employee morale at 6 to 7. Committee member Alfonso Cornish noted that the Committee would like to have an employee satisfaction survey conducted this year. Committee member David Bardin requested an analysis of grievances for the past two years. Committee member Cornish inquired about the status of recruitments for the Public Affairs Director and General Counsel positions. Mr. Johnson stated that he is personally contacting references for the top two candidates for the General Counsel position, which should be completed by early next week. In addition, candidates for the Public Affairs Director position will be interviewed next week.

Everett Lallis, Occupational Safety and Health Director, presented the Safety Report for the second quarter. He reported that the WASA Safety personnel are conducting inspections of contractor construction sites on and off of the Blue Plains Plant. To date, 90 inspections have been completed. Mr. Lallis announced that the Second Annual Safety Day will be held on June 10, 2004. All of the local unions are participating in this program. He pointed out that his office is aggressively seeking union involvement in other aspects of the safety program, especially the monthly union-management safety meetings. He stated that a primary objective of the meetings is to gather information regarding safety concerns and resolve the issues in or before their meetings. Committee member Bardin asked if all of the unions are participating in the meeting. Mr. Lallis stated that all of the union presidents are invited and have attended the meetings. However, attendance by some union representatives has not been consistent. Finally, Mr. Lallis stated that thirteen (13) federal OSHA inspections were conducted on WASA contractor jobsites during FY 2003, with no citations. To date, there have been five (5) federal OSHA inspections of contractors during FY 2004, with one (1) citation pending. Committee member Roberson noted that in the past, WASA had a poor record with regard to receiving OSHA citations. She complimented staff on the improvements made in the safety program.

There was no other business.

The meeting was adjourned at 12:45 p.m.