



**DISTRICT OF COLUMBIA  
WATER AND SEWER AUTHORITY**

**BOARD OF DIRECTORS**

*Human Resources and Labor Relations  
Committee  
Thursday, September 15, 2008*

*1:30 p.m.*

**MEETING MINUTES**

**Committee Members Present**

Anthony H. Griffin, Chairman  
Kathleen Boucher

**WASA Staff Present**

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

Anthony H. Griffin, Chairman, called the Human Resources and Labor Relations Committee (the Committee) to order at 1:47 p.m.

Jerry Johnson, General Manager, stated that Mr. Cook, Labor Relations Manager would summarize the status of the Working Conditions Agreements of the five Unions and request action from the Committee to forward the four completed/ratified Agreements (L2091, L2553, L872 and L631) to the Board for approval.

Mr. Cook informed the Committee that the Unions decided not to negotiate a Master Working Conditions Agreement that would include all bargaining units. The Authority was required to negotiate individual Working Conditions with five Unions (AFSCME 2091, AFGE 631, 872, 2553 and NAGE). Both Working Conditions and Compensation Agreements expire September 30, 2011.

The Authority and NAGE are at impasse on two contract articles, general and expedited grievances. A hearing is scheduled for December 10, 2008, if the outstanding issues are not resolved prior to this date. Mr. Cook highlighted the changes for each contract:

Highlights of AFSCME 2091 Agreement:

- Eliminates the fourth drug offense
- Allows employees to serve drug offense suspensions while they are in treatment instead of upon their return to work
- Allows employees to carryover more unused annual leave each year
- Streamlines the disciplinary and grievance processes

Highlights of AFGE 2553 Agreement:

- Eliminates the fourth drug offense
- Allows employees to serve drug offense suspensions while they are in treatment instead of upon their return to work
- Requires drug testing for all drivers involved in an accident with a moving vehicle
- Expands the number of employees who are required to undergo random drug tests because their positions have driving as an essential function
- Allows employees to carryover more unused annual leave each year
- Grants employees an additional "floating" holiday

Highlights of AFGE 872 Agreement:

- Eliminates the fourth drug offense
- Expands the number of employees who are required to undergo random drug tests because their positions have driving as an essential function
- Requires drug testing for all drivers involved in an accident with a moving vehicle
- Allows employees to serve drug offense suspensions while they are in treatment instead of upon their return to work
- Grants employees an additional "floating" holiday

Highlights of AFGE 631 Agreement:

- Eliminates the fourth drug offense
- Allows employees to serve drug offense suspensions while they are in treatment instead of upon their return to work

Ms. Boucher asked why all the Unions did not get the floating holiday. Mr. Cook indicated that all the provisions are negotiated item. All of the Unions placed Emancipation Day on the table as an additional holiday. The Authority countered by offering a floating holiday. Several of the Unions accepted management's counter, others did not. Mr. Griffin added that timing may have been a factor. Concern was raised that everyone may want to take the floating holiday at the same time. The Committee was advised that use of the floating holiday requires supervisory approval.

The elimination of the fourth drug offense generated dialog surrounding criminal activity and whether the Authority is required to preserve a job for someone who commits a crime. Mr. Cook responded that criminal activity is a separate offense that is reported to the local law enforcement authorities. The Authority does not terminate an employee for an alleged criminal offense that has not been adjudicated. However, the Authority is not required to hold a position open while someone serves a jail sentence.

Mr. Griffin asked about the inefficiency of negotiating five collective bargaining agreements and suggested that the Authority may want to challenge the Unions to bring the coalition back together for the sake of efficiency and fairness.

The Committee agreed to forward the four completed/ratified Agreements to the Board for approval.

Katrina Wiggins, Human Resources Director, gave highlights from the Human Resources and Labor Relations Third Quarter Report. She reported that the Authority participated in three job fairs this quarter including the Washington Post, DC Mayor's Office on Latino Affairs and with Eleanor Holmes Norton. She informed the Committee that the Authority continues to have great summer intern programs, and an expanding wellness program with a new feature (Weight Watchers). The Union employee lump sum performance bonuses were issued on July 3, 2008. A total of 97.5% of union employees were eligible for lump sum bonuses. Twenty of the 2.5% of employees who did not receive the bonus were ineligible due to their start date. Ms. Wiggins also reported that the Document Management System that electronically captures personnel documents was implemented.

Mr. Griffin asked about the status of recruitments and requested a report on recruitment activities and requested that a report be generated that captures the use of incentives. Ms. Wiggins informed the Committee that several major recruitments were announced at the recent Board meeting and that the Department of Human Resources has used the incentives on several occasions. Mr. Johnson stated that he has been conducting interviews. Ms. Boucher inquired about additional resources being used to assist WASA

with the difficult searches. Mr. Johnson advised Ms. Boucher that she would be forwarded a copy of the approved incentives, and he also announced that the option year for the executive search firm that was previously under contract was not exercised and that a new firm has been retained.

Mr. Griffin asked for an evaluation instrument to be used for the General Manager's evaluation and for an update on the follow-up items listed on the Committee Agenda.

Mr. Johnson advised the Committee of recently acquired information from our consultant regarding the increase in health benefit premium projections of approximately 39%. Plan design changes and other strategies could reduce the increase in premiums. The increase is based on the Authority's claim history that spiked in 2007 due to high utilization. Negotiations with the carrier are underway.

The meeting was adjourned at 3:02 P.M.