

*A. Walker
3/10/08*

**MacDougall-Walker C.I.
Labor Management Meeting Minutes
March 7, 2008**

In Attendance: Warden Peter Murphy, Deputy Warden Edward Maldonado, Deputy Warden Curt Boyle, Deputy Warden Carol Chapdelaine, CFSS 2 Steven LaPlante, C/O Joseph Vecchitto, C/O Todd Sokolowski, C/O Curtis Moore

1. **Housing Unit Rover:** Housing Unit Rover stations are needed in the units similar to Walker and the hall sectors. We would like the same stations as the Walker Building for the Rovers at the MacDougall Building.

Response: Work with Deputy Warden Maldonado as to where you would like them located. Deputy Warden Maldonado has already submitted the purchase request. He has ordered 2 stools for each unit in the East Sector, one for each side.

2. **Facility Feeding:** When inmates are released for chow they should do so. They should not be allowed to remain back in the unit for recreation time.

Response: We have already decided that the inmates will stay out, they will not be allowed to shower but they will be able to utilize the phones. We took a lot away from the inmates when we went to split recreation; we don't want to take anymore away. If the inmate gives the officer a hard time getting off the phone then the officer should issue an informal to the inmate.

3. **Housing Unit Movement:** There is a need for consistency in policy for similar programs in the housing units. Razor distribution and cell clean up is a good starting point. We are looking for consistency where we can. Can we get the Unit manager's together to work on this?

Response: Not every unit is the same but we will look into. Unit schedules must be available to staff because every unit is different. The schedules will be out by March 19. There has been a hold up in clearing the kitchen workers through medical. The razor policy and the door issues were discussed. A Roll Call notice will be forthcoming regarding the distribution and collection of razors.

4. **Radios:** What is the status on the radios? Date of completion for the test program? How soon after will the radios be purchased and implemented?

Response: Tuesday is the last official testing date. We are currently testing the 5th radio. All forms are being completed by staff and will be reviewed. We are under the impression that it will take 3 – 6 months to review the data and choose a radio and then submit for purchase.

5. **Activity During Feeding Counts:** There should be no inmate activity until the facility count clears. This is an issue that keeps coming back. This pertains to the R Pod visits on the weekends. Inmates are going to the visiting area prior to the count clearing.

Response: We will take a look at.

6. **Staffing Levels:** What are the current staffing needs for the facility?

Response: There are 21 vacancies on 1st shift, 13 on 2nd shift and 4 on 3rd shift for a total of 38 vacancies. We have 18 cadets coming on board which will bring the vacancies down to 20. After the in house transfers take place, most of the cadets will end up on 2nd and 3rd shift.

7. **Shift Relief Factor:** With the additional posts, the shift relief numbers need to be reviewed.

Response: This falls under Human Resources. Being reviewed.

Open Discussion:

- Remind staff that when they ask for a day off, they must verify the approval with a signed copy from the Lieutenant's Office. Verification is needed before they take the day off.
- Two Lieutenants were promoted to MWCI – Lt. Sean Stuart and Lt. James Sharp. Once we receive approval to fill Lt. Pare's position we will have another vacancy.
- There have been issues with the supervisors which is borderline animosity – the supervisor are getting angry with the staff for filing grievances and are letting the staff know how they feel. There are issues with the overtime hiring and we also want to avoid drafting staff. Deputy Warden Maldonado is asking to be notified when there is an issues, so that he can try to rectify the issue before a grievance is filed. If a grievance gets file, then an incident report is generated and a supervisor gets disciplined. We would like to try to resolve issues before we have to discipline. We would like to work together towards the same goal.
- There are a number of the informants and we hope that the facility is watching the numbers. Sooner or later it takes the authority from the officer's away by deferring disciplinary reports. Warden Murphy explained that there are not many informants at the facility due to the new department policy on SOI's and that paperwork is completed on each informant so there are not many inmates who want to be informants.
- A meeting was held with Deputy Commissioner Murphy, Dan Callahan and the union regarding the 6x2 posts and the 7x3 posts. Another meeting was scheduled because Deputy Commissioner Murphy would like the union to put the pros and cons on paper

before things are hashed out. The union would like the Warden to be at the next meetings scheduled for April 9th at 1 p.m. in Café 24 and April 17th. Warden Murphy stated that he cannot attend the meeting unless invited by the Deputy Commissioner.

Next Labor Management Meeting – June 20th at 10 a.m.