

Enfield CI LABOR MANAGEMENT MEETING

February 10, 2009

In Attendance: Deputy Wardens Pidgeon, Dion, Captain Degray, C/Os Lowe, DeSousa, Lambert

Presiding: Warden J. Feliciano

Recording: F. Feo

21908

Agenda Item	Discussion	Action
New Business.		
Shift Transfers.	Staff that have been on the waiting list for awhile. The union would like to see letters sent to these individuals that would preserve their spot. Transfers are based on facility needs. We have always taken care of our staff.	
Employee Awards.	Staff need to step up and nominate their peers. Recognition plaques need updating. We have seen more MVP cards going out.	
Overtime.	Officers would like a second phone call when they have missed the first contact and the window of opportunity for overtime. The officer is willing to work but just missed the call. Agency policy will be followed.	
Posting of Rosters.	This has improved greatly. The concern is that some Supervisors are removing the rosters when they receive call out phone calls. This is not a consistent problem but it has been happening. Officers want to dress appropriate. All staff know that they should report to work prepared to work eight/sixteen hours.	DW Pidgeon will handle.
5&2 Positions.	Same people have remained in these positions. Staff do not want to go against other staff members for their positions. The positions were posted. Only two staff members put in for them. If staff do not apply for these positions, there is nothing the administration can do.	
Reporting of Incidents.	Staff need to be properly relieved to complete paperwork. Staff should be allowed ample time to write reports. If they are not allowed, DW Pidgeon should be notified. Staff should be writing and reading only their reports.	DW Pidgeon will handle.
Union/Employee Responsibility.	The Union was negligent in following the chain of command and have taken corrective action. Line staff feel that there is still an underlying problem in regards to Supervisors not reciprocating the respect and professionalism shown to them. As of late, the instances are seen as retaliatory toward staff because Supervisors side with each other and jump to conclusions. The Warden will not tolerate unprofessionalism, disrespect, or poor behavior on any part. We should deal with the facts when they happen and deal with the issues right there and then instead of holding off until the labor management meetings. If these specific instances occur, they will be dealt with individually. Work with DW Pidgeon in this area.	DW Pidgeon will handle.
Storage Issues.	Storage area in C Building along with shelving has been built, however, the supplies are still in the stairwell. There is a lock there. The supplies can be moved to storage. Building the storage area has left no room for the officers to hang their coats. We are looking for lockers that staff can use for this purpose but that will not create a safety issue. We need to keep in mind budgetary constraints.	Warden will address with J. Harder.
Outer Control Window Tinting.	A blind was purchased for the front window. The window now in question is next to the entrance/exit to the visiting area. We are working with Maintenance to come up with a solution.	DW Pidgeon, Jay Harder and CO Lowe will take a look at this area.

F1 & F2 Exhaust Fans.	They have been installed. Only problem is that the control switch keys do not work. Rick Garner is aware of this and will be fixing it.	Rick Garner is handling.
Recreation Tower Stairs.	The Warden and District Administrator have approved the requisition. It is presently at Central Office waiting for approval. Time frame to begin this project is unknown. We have taken the initiative to make this area safer, however, be mindful of budgetary constraints.	Warden will contact J. Harder.
Cleaning Products/MRSA.	There is a lack of measuring devices to say what we disperse; we are presently guessing. The LPU is diluting up to 70% with water. Of major concern is that the products being diluted are mostly water. We are looking for containers that have a measuring table on the side for easier recording. In regards to the products and the perception of how much they are diluted. The Department is in the process of coming up with MRSA specs/guidelines that will be used department wide for consistency. Until then, we will take a proactive stand to alleviate any concerns.	Table until MRSA specs/guidelines; Captain Degray to handle. CO Lowe will contact J. Pepe for specs. Topic will be addressed with the Safety Committee.
Round Table.		
Clean and Repaint Bunks.	Staff are having a problem reading the numbers on the bunks. Cleaning the bunks and repainting the numbers on them is needed. We do have some paint available that can be used for this project as well as repainting of other areas that are in need.	
Radio Clips.	The new ones are narrower. When we snap and unsnap them, and when we sit the swivel comes off the utility belt. Due to budget constraints, these radios with clips were cost effective. There are staff who had purchased their own radio clips when we had the old radios and would like to use the old clips. No authorization is given to use any personal clips until the Warden has inquired with the District Administrator Choinski.	Table. Warden will handle via District Administrator Choinski.
Cadet Training.	Cadets usually report to third shift. It would be a good idea for them to be rotated on other shifts so that they can get a feel for what happens on other shifts. The shift cadets report to is decided by the academy.	DW Pidgeon will handle with academy and Lt. Connor.
C/O Desousa.	Speaking on behalf of the Executive Board, the Union has always contended that each shift start with a full compliment and end with a full compliment. During major holidays, i.e., Thanksgiving, Christmas and New Years posts should not be shut down. Warden Feliciano will honor the Union's request and not shut down any posts during these major holidays.	DW Pidgeon will handle via memo that during Thanksgiving, Christmas, and New Years no post will be shut down.
Warden Feliciano.	Two roll call notices will be going out regarding what staff are allowed to take on the compound and what is not, i.e., back packs, book bags, nap sacks, etc. and staff uniforms. These directives have been updated by the Department. Only Department issued clothing can be worn.	

Next meeting: TBD