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**MacDougall-Walker C.I.**  
**Labor Management Meeting Minutes**  
**January 29, 2009**

**In Attendance:** Warden Peter Murphy, Deputy Warden Maldonado, Deputy Warden Chapdelaine, C/O Joseph Vecchitto, C/O Curtis Moore, C/O Daniel Burke, Electrician Michael Little

1. **Inmate Pens** – Flexible safety pens should be the only pens accessible to the inmate population.

**Response:** If the inmates don't utilize pens for weapons they will find something else to utilize. If this is implemented it would have to be done statewide or at all Level 4 facilities. If this is done at only this facility it will create issues with inmates transferring in and out of the facility and will upset the climate of the inmate population.

C/O Moore stated that he will bring this issue up at the Statewide Safety Committee Meeting.

2. **Inmate Razors** – The facility needs to change to the razors utilized at Northern CI.

**Response:** Northern gives away the razors they are not purchased by the inmates. Deputy Warden Chapdelaine checked with Commissary and AI stated that it is not possible for Commissary to sell these razors. Northern is able to purchase them through a private vendor. The critical thing is that staff need to do their job and follow the Razor Policy. This also should be an issue that is looked at statewide or at all Level 4 facilities.

Union stated that they will bring this issue to the Statewide Safety Committee Meeting.

3. **Inclement Weather** – The directive should be followed when staff is late due to inclement weather. To have staff relieved after their arrival to issue a late slip and then make a decision later in the day on whether it is warranted sends a poor message.

**Response:** Deputy Warden Maldonado discussed the late slip policy and the issue was addressed. Deputy Warden Maldonado will put out a Roll Call Notice explaining the policy.

4. **Time Off Book** – If the Annual Vacation book has not been completed before a day is requested in the Time Off book the following should occur:
  - A. The compliment is open; first shift – 17 days
  - B. On the 30<sup>th</sup> day the requested day is granted by seniority.

**Response:** Deputy Warden Maldonado agrees with the issue and stated that this issue has been addressed.

5. **Radios** – Update on arrival.

**Response:** We were told yesterday by Plant Facility Engineer Michael Sirois stated that the radios should be here by the end of March if not sooner. Deputy Warden Maldonado is looking into a centralized location that the batteries can be placed to be handed out. MacDougall-Walker C.I. has the worst reputation when it comes to damage to radios. Staff need to be made aware that if there is an issue with a radio it is not to be abused.

6. **Swap Policy** – There needs to be consistency among supervisors in regards to the facility swap policy, ie; #5 number of swaps allowed.

**Response:** The Swap Policy will be added to the Unit Directive and put out to staff so that all staff are consistent.

7. **Automated Phone System** – Due to the amount of calls coming into the facility there is a need to implement the automated phone system utilized at Osborn CI.

**Response:** We would like to have an automated phone system also; however this is a large money issue. We can ask. At this point, we are working to eliminate a lot of phones with outside calling access. The phone bill is outrageous. We have put out Roll Call Notices, but staff are not listening. We will work with the Union to determine which phones need outside line capability.

8. **Dining Hall Cameras** – The cameras need to be updated to cover all areas of the dining halls. The issue we have is when the inmates fighting are in the corner. This is a very serious issue.

**Response:** Maintenance has taken a look at the issue and to change all the wiring would be too costly. They will try to solve the issue by installing a wide angle lens on the camera.

**Open Discussion:**

- **56 Day Posts** – An issue is occurring on second shift, staff on their 56 day posts are being pulled and replaced with a staff member hired for overtime. The staff member on overtime should fill the post that is vacant.

**Response:** Staff are posted on overtime depending on need. As long as they are posted consistently on each shift there is no issue.

- **Codes** – In the past few days there have been a lot of codes. We are asking that staff are allowed to return to their post before the facility is put on normal movement. Yesterday, there were two codes and the facility was returned to normal movement before staff were back to their posts.

**Response.** Agree. We will speak with Main Control staff.

- **Post Order Changes** – Asking that amendments are put on posts as soon as possible.

**Response:** Captain Coutant is working on now.

- **Walker RHU Update** – Warden Murphy mentioned that Maintenance will be added three cameras to cover the Walker RHU area.
- **MRSA** – Warden Murphy mentioned that there is a new directive out. He is hoping that all staff read to become more knowledgeable about MRSA. It is important to wear gloves and wash hands. Unit Managers are training their janitors to ensure doors and handles are wiped.
- **Main Building Computers** – Since the Main Building Housing Unit Control Centers are enclosed, is it possible to have the plexiglass removed from around the computers? This hinders the view of the computer screen and is a catch all for the dust.

**Response** – OK.

**Next Labor Management Meeting – No date scheduled.**