

AFMC/AFGE COUNCIL 214 PARTNERSHIP COUNCIL MEETING MINUTES
25 JULY 2006
WRIGHT-PATTERSON AIR FORCE BASE

The AFMC/AFGE Council 214 Partnership Council (PC) conducted its 21st meeting on 25 July 2006. The meeting was hosted by the Aeronautical Systems Center (ASC), Wright-Patterson Air Force Base, Ohio. A copy of the agenda, along with a list of the PC members/attendees, is attached.

1. Opening Remarks/Acknowledgements

Members assembled in the National Museum of the United States Air Force (NMUSAF) Conference Room for an informal continental breakfast at 0800 hours. Co-Chairs Westgate and Blanch convened the formal meeting at 0830. They welcomed the PC members and guests, and thanked Member Bob May, ASC/CA, and his staff for hosting the meeting. They noted the annual Joint National Labor-Management Meeting, co-chaired by Gen Bruce Carlson, AFMC/CC, and Mr. John Gage, AFGE National President, would be held the following day. They acknowledged Maj Gen (Retired) Charles Metcalf, NMUSAF/MU, and on behalf of the Council expressed appreciation for the use of the Museum facility. They also acknowledged former PC Union Member Dan Landrum, who was not present at the meeting. He is no longer serving on the Council due to his recent promotion to a new position.

2. Welcome/Mission Brief – Col Colleen Ryan, 88 ABW/CC; Maj Gen Charles Metcalf, NMUSAF/MU; and Member May, ASC/CA

Col Ryan, Commander of the 88th Air Base Wing, Wright-Patterson AFB, Ohio, welcomed the Council. Maj Gen Metcalf provided an overview and mission brief of the National Museum of the United States Air Force. Member May presented the Aeronautical Systems Center mission brief.

3. Summary Review of Action Items (AI) – Secretariat Rush

A status was provided on the AIs. Many of the AIs were agenda topics for the meeting. Decisions were made to close several AIs; others remained open. The attached composite list provides further clarification regarding the status of each AI. Below are some key highlights noted during the discussion:

a) AI 05-1-1: Recognition Program – Signature of this memo has been pending the outcome of the Goal Day decision. Therefore, this AI was closed with a follow-on action item to continue working the Goal Day grievance.

b) AI 05-4-38: Provide examples of possible abuse of Merit Promotion System – Examples had been provided to the Union; however, there was insufficient detail to research the concerns. Members Ayres and Scott both indicated they would provide examples with more detail to Mr. Tom Robinson, AFGE Council 214 Executive Assistant AFGE Local 987. This action item remains open.

4. Personnel Service Delivery, Center DP and Center / Wing Structure Update (AIs 04-2-4, 04-2-16 & 06-1-22) – Mr. Dave Taylor, HQ AFMC/AIX

Mr. Taylor briefed the Council on Personnel Service Delivery (PSD). He discussed the phased approach of the PSD transformation strategy and explained those activities, which have or will be migrating to the Air Force Personnel Center. Concerns were raised regarding the inability to access some services (e.g. myPay, AF Portal) through Webmail

via home computers once Smart Card Logon (SCL) is implemented. The implementation of SCL is necessary to prevent compromises of network security; however, it will result in the temporary suspension of user access to Outlook Web Access (OWA), i.e. Webmail. Interim measures, such as issuance of CAC readers for home use, are underway. Mr. Herb Clonch, HQ AFMC/A6X, took an action item to include briefing charts containing additional information regarding the SCL and suspension of OWA in his next e-mail update to AFMC/CA (Ref. AI 05-4-35: Provide regular updates, every 3 weeks, to CD regarding the IPT status on computer concerns of the blue collar workforce).

5. Computer Access / Security / Training (AIs 05-4-35, 06-1-03, 06-1-04, & 06-1-09) – Mr. Herbert Clonch, HQ AFMC/A6X

Mr. Clonch provided a status update on the IPT efforts to address the computer concerns of Wage Grade (WG) employees. The results of the information collected in response to the joint tasking memo, 6 Mar 06, disseminated to Center CDs and local AFGE Union Presidents were reviewed. Some computer resources needed to be relocated to better serve customer needs and to ensure privacy. A proposed memo has been drafted for AFMC/CA signature disseminating guidance regarding allocation of local computer resources to ensure improved access and privacy. The desired user-to-computer ratio should be no higher than 8 to 1, and user-to-printer ratio should be 15 to 1. The potential wellness funds previously considered for use in purchasing additional kiosks were reallocated and, therefore, not available to buy computer resources. As an alternative, the IPT is working with the contractor, DynaTouch to obtain the Air Force Pay and Personnel One Stop software for purposes of installing on existing AF computers. Mr. Clonch also noted he was continuing to provide regular updates to the Co-Chairs and AFMC/A1 in accordance with AI 05-4-35. As an AI, A1ZL will, in turn, disseminate the updated information to the PC members. An action item was also taken to follow-up with the Centers to ensure compliance with the HQ AFMC/CC memo, 12 May 06, Subject: Use of Duty Time to Access Government-Wide Electronic Resources. As part of the AI, each installation should also be requested to provide a digital photograph depicting a representative Wage Grade workstation.

6. Use of E-mail for Union Business – IPT Update (AI 05-4-30) – Mr. Tom Robinson, AFGE Executive Assistant

Mr. Robinson updated the Council on the Electronic Communications IPT. He briefed the approach the IPT will use in addressing e-mail concerns and discussed the recent IPT meeting held via video teleconference. In collaboration with A6, the IPT will continue to develop and present recommendations to the PC. Member Peterson noted working this issue through the IPT was an opportunity to communicate what is appropriate, and clearly inappropriate, use of e-mail, e.g. Hatch Act violations; pornography; and/or creating the perception of favoring one union over another, particularly during election time. An action item was taken to ascertain what filters are in the system, which automatically delete e-mails and/or attachments, e.g. SPAM (i.e. “explain the fun monitor”)

7. Partnership Training IPT Update (AIs 05-4-29, 05-4-30 & 06-1-02) – Mr. Tom Robinson, AFGE Council 214 Executive Assistant, and Ms. Sherry Driver, HQ AFMC/A1D

Ms. Driver and Mr. Robinson provided a brief update concerning training efforts on deploying partnership principles and offered information concerning the following action items.

AI 05-4-29: The SAF/GCD contracted course (Interactive Supervisory Skills) has been conducted for the majority of supervisors at several AFMC installations which include Tinker, Eglin, Kirtland, Brooks, Arnold, Edwards Hill and Wright-Patterson AFBs. Installation Alternative Dispute Resolution (ADR) Champions were offered the opportunity for train-the-trainer sessions. A determination will be made as to which ADR offices took advantage of this training. Options of the ability for the ADR Champions to provide the training to other target audiences to include Union representatives are being explored. This AI will remain open.

AI 05-4-30: Funds have been forwarded to the Office of Personnel Management (OPM) to identify a developer for a course on Union and Management strategic planning. It's anticipated OPM will solicit proposals by Sep 06. This AI remains open.

AI 06-1-02: Expanding the Mindset of Leadership Training throughout the Command was considered. However, the course is expensive. Estimated cost of the course is \$18.5K to train approximately 20 attendees. Funding restraints would preclude the expansion of this training to widespread audiences. Therefore, this action item was closed. A follow-on action item was taken to narrow the scope of the target audience for the Mindset of Leadership Training to focus on Partnership Councils at the local level, particularly those that are newly established.

8. Alternative Dispute Resolution (ADR) Update – Ms. Jan Krohn, HQ AFMC/AIZL
Ms. Krohn briefed the ADR annual report figures for FY 05. She discussed the distinction between resolving disputes using ADR methods (i.e. use of a third party neutral/mediator) and non-ADR methods (i.e. using interest-based bargaining techniques without third party involvement). She noted this was the first year non-ADR early resolution data was reported. She also explained the report reflects workplace dispute data for serviced populations at all the AFMC bases. An action item was taken to peel back the ADR report by depicting a break out of the data by dispute category, e. g. grievances filed under negotiated and administrative grievance procedures, unfair labor practices, Merit Systems Protection Board appeals, Equal Employment Opportunity Complaints, etc. An additional action item was taken to review/clarify the ADR reporting definitions to ensure standardized reporting and consistency in the data. It is anticipated the full report will be disseminated command-wide within the next two weeks. The full report is expected to break out the data in detail and include definitions for purposes of counting disputes. Co-Chair Westgate noted follow-on action item(s) could be generated following the PC Co-Chairs' review of the report.

9. Civilian Wellness Update – General William Germann, AFMC/SG
General Germann updated the Council on the wellness campaign and provided feedback on the Wingman Day Wellness Survey. Results of the survey covering the four dimensions of wellness were discussed, and include physical, emotional, social and spiritual dimensions. A few key points were noted during the discussion. Civilian fitness activities have appeared to increase based on logged administrative leave documented on timesheets. Also, only seventy-six percent of those surveyed felt they had a wingman. This is a relatively low rate given the emphasis on Wingman culture within the Command. An action item was taken to ensure a communication plan is in place for educating the workforce on "What is a Wingman?" Other concerns regarding the survey included whether a follow-on question related to credit card debt is needed to make distinctions between the seriousness of the debt based on income brackets. Based on survey results, the average credit card debt was \$4,297.00, an amount which may impact

a GS-3 employee greater than a GS-15 AF civilian. For comparison purposes, the next survey will be disseminated in the same manner as before; using the same set of questions, geared to the same audience (i.e. non-bargaining employees are exempt), and conducted on a voluntary basis. It is hopeful survey participation rates will increase. Future wellness surveys will be conducted in conjunction with Wingman Day two times per year. The next Wellness Day survey and Wingman Day is scheduled in Nov 06. An action item was also taken to determine whether there is value added in including non-AFMC tenants in the survey. It was noted survey results/metrics for Tenant organizations should be tracked separately

10. OSHA Voluntary Protection Program (VPP) – Mr. Charles “Chuck” Pyron, HQ AFMC/SEG

Mr. Pyron provided an update on VPP. He discussed the importance of Union and Management commitment to the Program and emphasized the significance of employee involvement. He noted all five AFMC bases selected for initial rollout have established VPP working groups that include Union membership. AFMC sites selected for the initial program rollout include Robins, Tinker, Hill, Wright-Patterson and Hanscom AFBs. With the exception of Hanscom, selections of these installations were based on civilian lost workday performance. Details of the VPP tour of the General Electric Plant in Evendale, Ohio, scheduled the following day were also discussed. Tour attendees included Co-Chairs Westgate and Blanch, Members Peterson, Ayres, Scott, Clark, AFGE local Union Presidents, and staff representatives from HQ AFMC/SE and A1.

11. TableTop Discussion – All Members/Secretariat Rush

Several miscellaneous topics were discussed during this portion of the meeting to include Personnel Accountability, Goal Days, National Security Personnel System (NSPS), Edwards local PC, and Employee Engagement. Several key points were made during the discussion. Air Force guidance on Personnel Accountability is expected to be issued in the near future. HQ AFMC/A1 will notify AFMC Council 214 upon receipt of the guidance to fulfill bargaining. The parties agreed to disagree on Goal Day; the matter is currently pending arbitration. Member Ayres shared the good news story of the positive impact of labor-management partnership at Edwards AFB. Unfair labor practice charges have decreased, there is less third party intervention needed to resolve workplace disputes, and working relationships have improved. Management and Union at Kirtland AFB are close to establishing a local partnership council and they have signed an ADR agreement. Employee Engagement is a methodology using Gallup research aimed at studying and improving relationships between employees and supervisors in order to improve performance. The methods are currently being used at Best Buy where studies have shown lower turnover rates and higher profits. Pilot testing is being considered for units at Hanscom AFB and Robins AFB. Management will work with Member Scott of the Robins AFB pilot. Further information/progress regarding this initiative will be provided at the next PC meeting.

12. Planning for Joint National Meeting – All Members/Secretariat Rush

The Joint National Meeting was to be held the following day, beginning with breakfast at 0745 and concluding at 1145. Co-Chairs Westgate and Blanch would brief the PC Annual Report. The second annual AFMC – AFGE Local Partnership Council Best Practice Award would be presented at the meeting. In addition, outgoing Member Landrum would be recognized with a plaque, although he would not be present at the meeting.

13. Wrap Up/Review of AIs/Membership Rotation/Planning for Next Meeting – All Members/Secretariat Rush

A status was given on the AIs. Twelve AIs were closed. Seven remained open and thirteen new AIs were taken, for a total of twenty new/open AIs. Co-Chair Blanch indicated he would not replace former Member Landrum until after the Union elections in early August. The next PC meeting is tentatively scheduled to be held in the fall at Eglin AFB. The dates will be determined based on calendars, and Members will be notified of the meeting date. The meeting adjourned on 25 Jul 06 at 1530. Following the meeting, Members toured the National Museum of the United States Air Force. A social and dinner was held later that evening at the Wright-Patterson AFB Club. Mr. Gage and other ASC senior leaders attended the social and dinner with the PC Members.

__//signed, baw, 05 Sep 06//_____
BARBARA A. WESTGATE
Executive Director
HQ AFMC/CA

Date

SCOTT BLANCH
President
AFGE Council 214

Date

Attachments:

1. Agenda
2. List of Attendees
3. Action Item Summary

