

**AFMC/AFGE COUNCIL 214 PARTNERSHIP COUNCIL MEETING MINUTES  
2 -3 NOVEMBER 2006  
WRIGHT-PATTERSON AIR FORCE BASE**

The AFMC/AFGE Council 214 Partnership Council (PC) conducted its 22nd meeting on 2 – 3 November 2006. The meeting was hosted by the Air Armament Command (AAC), Eglin Air Force Base, Florida. A copy of the agenda, along with a list of the PC members/attendees, is attached.

*1. Opening Remarks/Acknowledgements*

Members assembled in the AAC Headquarters Building, Room 204 for an informal continental breakfast at 0730 hours. Co-Chairs Westgate and Blanch convened the formal meeting at 0800. They welcomed the PC members and guests and thanked Maj Gen Jeffrey Riemer, AAC/CC, Mrs. Judy Stokley, AAC/CA, and their staff for hosting the meeting. They presented Mr. Charlie Tripis, Vice President, AFGE Council 214, with a new member plaque. They also presented a formal plaque to PC Secretariat, Mr. Raymond Rush, for his outstanding service to the Council. Mr. Rush has served as Secretariat since it's inception in January 2000; and as the administrative arm to the PC, has attended all 22 meetings. This was his last meeting prior to his retirement at the end of the year. Members Ayres and Clark did not attend the meeting.

*2. Welcome/Mission Brief*

Maj Gen Riemer welcomed the Council and provided an overview of Eglin AFB and the AAC mission brief.

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

A status was provided on the AIs. Several 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 05-4-29, SAF/GCD course development, and AI 06-2-17, Mindset of Leadership Training – Members were asked to review a proposed memo for joint Co-Chair signature, which endorsed course delivery of both types of training at the local level. Council supported issuance of the memo, but recommended a few modifications to include: 1) deleting reference to NSPS in paragraph two by striking “As part of the NSPS implementation process,” 2) adding verbiage to paragraph three that the Mindset of Leadership training was interim to the efforts being worked through the Office of Personnel Management (OPM) in developing strategic planning training (Ref. AI 05-4-30); 3) changing the address distribution list to CCs and CAs; and 4) changing the subject line to “Partnership Council Training.” Council agreed to close AIs 05-4-29 and 06-2-17 after the proposed memo is finalized and signed.

b) AI 05-4-30, Contract with OPM to develop a strategic planning course – Council agreed to allow more time for OPM to finish those things which they have been funded to do in terms of identifying course vendors and submitting written proposals.

However, Mindset of Leadership training may be a viable alternative to consider. Once further information regarding vendors and their respective proposals are obtained, Council may seek a recommendation from the IPT regarding the best option in today's environment. An AI was taken to ascertain a commitment date from OPM by which they can produce a product.

c) AI 05-4-38, Examples of possible merit promotion system abuse – No specific examples were provided and the AI was closed.

4. *Force Reductions/Center DP and Center/Wing Structure Update – Member Peterson*  
Member Peterson briefed the council on force reductions and downsizing efforts. The cost of the Global War on Terror was discussed and it was noted significant force shaping challenges lie ahead. The Council approved closing both AI 04-2-4 and AI 04-2-16.

5. *Computer Access, Security, Training IPT Update – AFMC/A6X, Mr. Herbert Clonch*  
Mr. Clonch provided a status update on the IPT efforts to address the computer concerns of Wage Grade (WG) employees. He presented a proposed memo for dissemination to AFMC Executive Directors which addressed issues such as, relocating existing computer resources, user-to-computer and printer ratios, requests for digital photographs depicting representative workstations, and Information Assurance (IA) training. He noted IA training was needed in instances where employees did not have an e-mail account. An AI was taken to ensure the proposed memo clarify the necessity of IA training for individuals who do not have e-mail accounts and/or who use kiosks. The memo should also be modified to clarify the ratios for the WG population and include an attachment containing more detailed information about the IA training (i.e. who provides it, what it is, when and where it can be obtained). The Co-Chairs agreed Co-Chair Westgate would sign the memo. Co-Chair Westgate also stressed the importance of placing kiosks where they are accessible. An AI was taken to contact Col Andrew Monteiro, 88 MDG/CC, concerning a kiosk in the Wright-Patterson Medical Center situated in an obscure location. Mr. Clonch also discussed the funding of \$177K obtained through Co-Chair Westgate's leadership to acquire two-hundred forty software licenses, and explained the software distribution between the bases. Guest Feehan confirmed two copies of the software would be sufficient for Kirtland AFB. A6 is working with the contractor, Dynotouch, and efforts are underway to set up demonstrations at each AFMC base. Co-Chair Westgate noted she would like to see the demonstrations started early December 2006 and the action closed by the first of the year, 2007.

6. *Alternative Dispute Resolution (ADR) – AFMC/A1ZL, Ms. Jan Krohn*  
Ms. Krohn briefed the annual ADR report for FY 05, and provided a "peel back" of the data previously briefed at the Jul 06 meeting. She discussed the ADR and non-ADR report statistics in detail. Concerns were raised regarding the numbers of disputes reported in the "Other" category, the counting of group grievances, and possible inconsistencies with the grievance procedures contained in the Master Labor Agreement. An AI was taken to "peel back" the report data contained in the "other" category. The Council will review data for Hill AFB first, and then Tinker AFB. Co-Chair Blanch and Member Cazel noted they will look into the counting of "other" disputes at Hill AFB and

report back to the Council. As an additional AI, further information concerning the counting of group grievance(s) at Hill AFB should also be obtained. A question was also raised concerning the number of disputes carried over from FY 05 to FY 06, and an AI was taken to look into the concern. In order to address local ADR concerns and administer necessary corrective action, it was recommended the FY 06 report data be available for use earlier than next Spring when it is released by Air Force. Ms. Krohn noted the data should be available for use after it's certified at level 2 (HQ AFMC review).

*7. Use of E-mail for Union Business – Alternate Secretariat Williams*

Ms. Williams provided a status update concerning the e-mail IPT. An A6 IPT representative has been identified and was instrumental in providing information concerning regulatory guidance regarding the appropriate use of the network. A draft "rules of the road" containing guidelines concerning union rights and responsibilities in using electronic communications was presented to the IPT for review. The IPT is continuing to work with A6 to define the tools the Union needs to communicate with represented employees. An AI was taken to research the possibility of graying out the "reply all" button on group e-mails to avoid a mass replies/e-mail traffic intended only for a limited audience. Authorization to disseminate group/mass union e-mails to represented employees should be limited to the local Union President and possibly an alternate. Also noted, the Union's use of the e-mail is not intended for conducting internal Union business such as organizing and/or conducting membership drives.

*8. Workforce Engagement – Member Peterson*

Member Peterson provided an update to the Strategic Workforce Engagement initiative. He discussed the 12 key questions contained in the Q12 gallop survey and the correlation with characteristics desired in a productive, efficient and healthy organization. The initiative is currently being piloted at Robins AFB, Hanscom AFB and HQ AFMC/A1.

*9. Voluntary Protection Program (VPP) – AFMC/SE, Mr. David Brucker*

Mr. Brucker updated the Council on VPP. Progress included the signing of a commitment agreement between AFMC and AFGE Council 214 on 19 Oct 06. A VPP Program Plan was also signed by AFMC/CC. Four remaining AFMC bases will begin VPP implementation in FY 07. Funding for the mandated initiative is a concern. Determinations must be made regarding what Air Force will do corporately to provide funding for VPP; then a further assessment can be made regarding AFMC resources. Working with the Union is essential to the success of VPP; however, there is concern information may not be filtering down to the local Union Presidents. Therefore, an AI was taken to work through the local Partnership Councils during base engagement visits and in implementing VPP locally.

*10. Financial Management Update – AFMC/FMA, Col James Sisson*

Col Sisson provided a budget update where he recapped the FY 06 funds, discussed the outlook for FY 07, and presented an overview of the Centralized Asset Management construct. A significant portion of the end of year funds was allocated to wellness. He discussed the \$177K obtained in support of the A6 IPT effort to purchase

kiosks/two-hundred and forty software licenses. He further noted FY 07 will be a challenging year based on budget shortfalls and limited resources.

11. *PC Administrative Update – PC Website and CONOPS Review – Secretariat Rush*

An overview of the PC Website and CONOPS was presented by Secretariat Rush. Included among the PC source reference material on the website are key briefings, minutes and action items from the three most recent PC meetings. Several key points were made regarding updating the PC CONOPS. Revisions to the CONOPS include:

- Making administrative updates, e.g. office symbol changes
- Defining the role of the Alternate Secretariat
- Deleting the requirement to retain Public Affairs and Quality of Life representatives on the Council on a regular basis and allowing them to serve on an ad-hoc basis
- Revising the “rotational” language of the Secretariat position to reflect the Union may serve in “what if” or emergency situations.
- Addressing the Co-Chairs’ authority to approve guests to attend/serve on the Council for an extended period of time.

Several other key points were also noted. After some discussion, Council will continue to hold three meetings per year (e.g. once every 4 months) in accordance with the CONOPS. Council is interested in learning more about the status of local PCs. Therefore, local PCs will be asked to provide an update on their activity during Command PC visits. Council expressed concern regarding the labor-management relationship at Tinker AFB. Co-Chair Westgate will discuss concerns with OC-ALC/CA, Mr. Garry Richey; Member Peterson will contact OC-ALC/CL, Mr. Robert Conner; and Co-Chair Blanch will discuss concerns with Mr. James Schmidt, President, AFGE Local 916. Concerns were also raised regarding AFRL representation on the Council. Co-Chair Westgate took an AI to contact AFRL/CC, Maj Gen Ted Bowlds, and AFRL/CA, Mr. Les McFawn regarding their preference for being represented on the Council.

12. *Tabletop Discussion – All Members/Secretariat Rush*

Several miscellaneous topics were discussed during this portion of the meeting to include Civilian Personnel Accountability, National Security Personnel System (NSPS), Testing Designated Positions (TDP), and Wingman BOLD FACE. Several key points/AIs were noted during the meeting. Traditional bargaining is underway for Civilian Personnel Accountability. From an interest standpoint, the Council will also continue to work it. An AI was taken to look into the possibility of using a 1-800 number employees/evacuees could use to call in during emergency situations. An AI was also taken to identify the Product Center representative on the TDP Integrated Process Team (IPT). During the Wingman BOLD FACE discussion, Member Tom Scott took an AI to electronically forward Co-Chair Westgate information regarding the Robins AFB ombudsman program. He will also forward her e-mail regarding local WR-ALC Wingman Day(s) where employees are required to pay for associated Wingman Day activities. Co-Chair Westgate will share the information with AFMC/SG.

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

A status was given on the AIs. Ten AIs were closed. Ten remained open and twenty-one new AIs were taken, for a total of thirty-one new/open AIs. With the exception of new Member Trips and outgoing Secretariat Rush, there were no changes in Council membership. The next PC meeting is tentatively scheduled to be held in the early Spring 07 timeframe at Tinker AFB. The dates will be determined based on calendars, and Members will be notified of the meeting dates. The meeting adjourned on 3 Nov 06 at 1045.

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BARBARA A. WESTGATE                      Date  
Executive Director  
HQ AFMC/CA

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SCOTT BLANCH                                      Date  
President  
AFGE Council 214

Attachments:

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