#### **HQ AFMC/AFGE Council 214 Partnership Council Meeting Minutes**

#### 2 November 2016

#### Wright-Patterson Air Force Base, Ohio

The HQ AFMC/AFGE Council 214 Partnership Council (PC) conducted its 47th meeting on 2 November 2016, at Wright-Patterson Air Force Base (AFB), Ohio. Ms. Patricia Young, AFMC/CA, and Mr. Troy Tingey, President, AFGE Council 214, co-chaired the meeting. A list of action items, the agenda, and membership roster are included. All members were present with the exception of Mr. Ty Norton due to union election activities. Mr. Randy Shaw was absent due to an unforeseen illness. Our guests included Ms. Sheila McCready, AFGE DoD Lobbyist - Arsenals and Depots, Mr. Jeff Hughett from the Wright-Patterson AFB Labor Relations Office and Ms. Pamela McGinnis, President AFGE Local 1138. Mr. Gary Wells, Ms. Maria Reith, and 1st Lt Rachael Mannix participated as hosts. The Wright-Patterson AFB Civilian Health Promotion Program office offered wellness screenings to all PC members just prior to the meeting.

- 1. Opening Remarks: Ms. Kathy Watern welcomed everyone to Wright-Patterson AFB. Ms, Young and Mr. Tingey provided opening remarks and welcomed everyone to the PC. 1st Lt. Mannix provided administrative remarks before delivering the AFLCMC mission briefing.
- 2. Mission Briefs: 1st Lt Rachael Mannix, AFLCMC/CCX, and Capt Richard Lancer, 88 ABW/CVE.

1st Lt Mannix provided the AFLCMC Mission Brief, which included a short video, an overview of the AFLCMC organizational alignment, and a snapshot into the broad reach at various locations across the Center. Capt Richard Lancer highlighted the mission, vision, and priorities of the 88 ABW. He talked about the diverse workforce at Wright-Patterson AFB comprised of over 27,000 employees including military, DoD civilians, and contractor personnel.

3. Local Partnership Council Update - Mr. Jeff Hughett, 88 FSS/FSMCZL.

Mr. Hughett said Ms. Rebecca Westlake, 88 ABW/DV, is the new co-chair of the local PC. He hopes the management and union relationship will strengthen in the future. He identified they have a proposed CONOPS which would require the PC to meet three times a year. The local PC last met in February 2016, and will meet again in November of this year. He highlighted a process improvement initiative they are currently working to address the collection of union dues to make sure they are only collecting from the appropriate Bargaining Unit Employees (BUE).

4. Civilian Health Promotion Program (CHPS) Update – Ms. Judi Holl, HQ AFMC/SGPO, and Ms. Sarah Baker, 88 AMDS/SGPZ.

Ms. Judi Holl gave a brief history of the CHPS program to include a timeline that identifies a multitude of initiatives, which have been successful throughout the 11-plus years the program has been in place. She talked about how staff from CHPS can come to organizations and offer tailored programs to benefit the organization. Mr. Sirron Bailey asked if employees could use Fitness Time for wellness. Ms. Holl responded yes it is permissible to do so. Ms. Watern inquired if other installations such as Hill AFB are utilizing this program. Mr. Tingey confirmed employees at Hill AFB use the program and indicated the Union is a big supporter. Mr. Bailey said he wished Global Strike Command offered the program, he feels it would be beneficial to employees. Ms. Holl said they are trying to get this

program instituted Air Force wide but they have to look at the cost benefit which is impacted by the numbers of civilian employees at an installation. Ms. Holl also said they are looking at ways CHPS can be beneficial even at locations where they do not have a physical presence. Mr. Jeff Allen said he thought it would be very beneficial to get this program instituted Air Force wide since there are so many AFMC employees not residing on AFMC bases. Mr. Bill Snodgrass talked about the statistics showing resounding results and goodness in this program. Mr. Snodgrass also commented it is hard to put a price tag on the value of this program, especially when you look at the price we are paying compared to what corporate America pays for similar programs. Ms. Young said we continue to push this through the Air Force Community Action Information Board (CAIB) to advocate for funding this program Air Force wide. Mr. Doug Ebersole asked if the CHPS program is eligible for funding with Defense Acquisition Workforce Development Funds, which led to AI 16-11-01 in the attachment.

Ms. Sarah Baker provided an overview on "Understanding Your Cardiac Risk Profile Screening." She emphasized the importance of controlling blood pressure, since it is the number one indicator of heart disease and stroke. She went on to discuss the different things an individual can do to help keep blood pressure from elevating. She talked about diet and exercise and highlighted "portion distortion," keeping portions reasonably sized and pointed out the importance of reading labels and knowing the health impact of the foods you are eating.

#### 5. DEOMI Equal Opportunity Climate Survey (DEOCS) - Mr. Keith Tickle, HQ AFMC/A1KQ.

Mr. Keith Tickle provided a DEOCS Survey briefing to address Action Items 16-05-01 and 16-05-02 which address survey results reaching the lowest possible level in the organization and to determine if actions implemented due to the survey results reach the lowest possible level of the organization. Mr. Tickle explained survey results shared during commander's calls include both positive and negative indicators. He also explained that commanders have a variety of solutions to choose from and should implement based on the indicators collected during the survey. Mr. Tickle said the Installation CAIB often recommends solutions, and the Installation Integrated Delivery System (IDS) implements them.

Mr. Tickle also explained that the DEOCS are conducted within 120 days of a change of leadership and then annually until another leadership change in the organization. He also highlighted the protection of anonymity except in the case of the comments section; no sanitation occurs prior to releasing the results. Mr. Bailey inquired if employees know about the lack of anonymity protection concerning the comments prior to taking the survey. Mr. Tickle confirmed that an anonymity explanation is in the instructions prior to completing the survey. Mr. Allen asked about participation rates; Mr. Tickle expressed they have about a 35% participation rate and believes much of this is due to employees experiencing survey fatigue. Mr. Bailey and Mr. Borders both indicated it is because many employees think nothing ever changes based on the results. Mr. Snodgrass explained that ten of the questions can be tailored to help pinpoint problem areas. Mr. Ebersole would like to see results at the division level since revealing them at a higher level makes it is harder to determine problem areas. Mr. Snodgrass said it is really about finding the "sweet spot" between results being broken down to the right level and protecting anonymity.

Ms. Pam McGinnis expressed concern over "how DEOCS results were discussed with BUEs in AFSAC." She felt like employees were in an awkward position when leadership questioned employees about their responses to the DEOCS. AI 16-11-02, see attached, addresses the methodology used to discuss DEOCS results in AFSAC.

Ms. McGinnis wants to know if other local unions were getting DEOCS results since she was having difficulty getting the results. AI 16-11-03 in the attachment addresses leaders providing an invite to the union when releasing DEOCS results to BUEs in AFMC organizations.

Mr. Tingey inquired into why someone taking the DEOCS cannot just click on the link and go directly into the survey vs. being taking to another website. Ms. Young said it is part of the security to protect our network and is one of the measures to help reduce things like phishing attacks.

Mr. Bailey wanted to know if the union could request an organization conduct a DEOCS. Mr. Tickle informed the group that DEOCS is a commanders program, and conducting out-of-cycle surveys requires Air Force level approval. He also stated these requests rarely receive approval due to survey fatigue and limited personnel to oversee the program. Mr. Snodgrass recommended the union work with the organization to tailor the locally developed questions if they have a burning issue needing addressed. Mr. Tickle indicated commanders have a multitude of tools available at their disposal. Mr. Snodgrass agreed to take on AI 16-11-04, see attachment, to ensure leaders are aware of the tools to address negative indicators.

6. Competency Development – Ms. Dorethea Moss, HQ AFMC/A1DS, and Ancilliary Training – Mr. Justin Huthmacher, HQ AFMC/A1DS.

Ms. Dorethea Moss briefed the establishment of an Institutional Competency Development process for AFMC. She said the objective was to define, formalize and operationalize an AFMC competency approach to civilian development. She explained that AFMC established a working group and recently held a Rapid Improvement Event with the goal to publish an AFMC publication that describes the AFMC competency approach to civilian development. Mr. Mitch Clark explained since functional and institutional competency development are different, the working group de-scoped this initiative to focus on institutional competencies. Ms. Moss highlighted that HQ AFMC/EN will be used to Beta Test this process due to the maturity of the functional development competency management program they are already using.

Mr. Ebersole expressed his concern with getting too prescriptive when defining course requirements. Mr. Clark reassured the PC the goal is not to be prescriptive but targeted. He explained employees have a menu of targeted solutions to fill proficiency gaps. Mr. Bailey inquired if courses used to fill gaps have pass or fail requirements attached to them. Ms. Moss explained the program is not focusing on pass or fail type courses but is looking for a variety of options available to address competency gaps. Some members of the PC wanted to see a list of the institutional competencies. This list will be provided to all PC members in the near future. AI 16-11-5, see attachment.

Mr. Justin Huthmacher gave an overview of the Air Force ancillary training program. He defined ancillary training and described the various training buckets. Mr. Huthmacher highlighted the work of the Air Force Learning Council (AFLC) and revealed the changes brought forth in the SECAF memorandum released on 27 Oct 16. He explained which training courses were targets for elimination, reduction, or integration into other courses. He also discussed the way ahead for implementing these changes. Mr. Borders inquired into what happens with the constant reminders on these programs. Mr. Clark indicated they had already turned off the system-generated emails from ETMS for courses targeted for elimination. Ms. Young inquired into the governance of the AFLC, which led to AI 16-11-06, see attached.

7. Recognition - Ms. Patricia Young, HQ AFMC/CA, and Mr. Troy Tingey, President, AFGE Council 214.

Mr. Tingey and Ms. Young recognized the newest members appointed since the last Partnership Council. These new appointees included Mr. Snodgrass – AFMC/A1, and Mr. Bailey – President AFGE Local 2263. They also recognized our outgoing member Mr. Ron Nihei – former President AFGE Local 2221.

8. Pre-decisional Involvement (PDI) at the Center Level – Mr. Ron Nihei, AFGE Local 2221.

Mr. Ron Nihei provided the history of PDI and discussed Executive Order (EO) 13522, which established labor management forums and Pre-decisional Involvement. He explained provisions in the EO address management and labor working together to develop solutions and agencies allowing PDI with unions to the extent practical. Mr. Nihei also gave the history of the AFMC/AFGE Council 214 Partnership Council (PC) and highlighted some of their major accomplishments over the years. Mr. Nihei then talked about the importance of partnering and concluded by expressing concern over the lack of PDI at the lower levels in the organization. Mr. Robertson indicated they do not engage in partnering at the Center level. Mr. Tingey explained that if an issue affects AFGE bargaining unit employees at more than one AFMC location then Council 214 completes bargaining at their level.

9. EAP Worklife4You - Mr. Dave Taylor, HQ AFMC/A1R.

Mr. Dave Taylor gave an overview of the Employee Assistance Program (EAP) and detailed how the new Worklife4You program integrates into EAP. He discussed EAP utilization in AFMC for more than 14 years and Worklife4You expanding the assistance offered. The Worklife4You program enables employees to contact a counselor who can put resources such as childcare, elder care, etc., at their fingertips very quickly and reduces the amount of research the employee has to complete on their own. Mr. Taylor said they are proposing to take this Air Force wide on November 8 of this year. Upon Mr. Snodgrass inquiring, Mr. Taylor confirmed these services are available to tenant units on AFMC bases. He said they predict 2 to 3 times greater usage since employees can call in to get information, and this helps with the stigma associated with utilizing EAP. Mr. Taylor explained an additional \$4.00 per person enabled AFMC to expand the services, and they are hoping to take this program Air Force wide and then it would become an Air Force bill to pay.

Mr. Tingey expressed his concern about this is an additional bill to pay and if we know we are getting the utilization we are paying for in AFMC. AI 16-11-07 addresses AFMC usage of Worklife4You and data tracking to ensure cost benefit.

10. Multitrades Demonstration Project – Ms. Don Lucht, HQ AFMC/A4P.

Mr. Don Lucht's briefing included a timeline through January of 2019 on the Multitrades Demonstration Project. This timeline provided the status of the program and inserted milestones through the report to Congress in 2019. He indicated the business case analysis package is with the Defense Civilian Personnel Services Advisory Council currently. Ms. Sheila McCready inquired into the benefit of expanding this project across the Air Force and if there are any objections to expansion across the Centers. Mr. Tingey and Mr. Lucht both acknowledged it being beneficial. Mr. Allen was not sure it is applicable at some of the other locations. Ms. McCready explained that staffers are going to push back at any bill that cannot get through the Office of Personnel Management (OPM). Mr. Lucht said we really need the help getting this pushed through OPM since that seems to be the

hang up. Mr. Snodgrass inquired into how the pay works with this project, and Mr. Tingey explained that personnel should be receiving a grade increase if participating in this program. Ms. McCready said OPM is often resistant to Hybrid type jobs that affect pay. AI 16-11-08 in the attachment is to explore means to expand Multitrades Demonstration Project to other AFMC locations.

### 11. Two-Year Probationary Period – Mr. Bill Snodgrass, HQ AFMC/A1.

Mr. Snodgrass gave an overview of the language included in NDAA FY16 that addresses the new two-year probationary period required for newly hired employees. He provided an overview of the language used to amend Title 10 of United States Code by adding section 1599e. He provided a definition "covered employee" and mentioned that the Secretaries of Defense and the Military Departments have the authority to extend the probationary period. He explained this language impacts employees appointed on or after 26 Nov 15 and that law does not grant discretion to reduce the probationary period from two years to one year. Mr. Snodgrass said the Air Force pushed back and tried to get this grandfathered but were not successful. Ms. Watern expressed concern of the notification to employees impacted by this.

#### 12. Action Item Review – Mr. Robert Good, HQ AFMC/A1KL.

Mr. Robert Good indicated AI 15-09-04 is closing since the CHPS Wellness Screening is now complete. Mr. Good said he planned to close AI 16-05-01 and 15-05-02 since Mr. Tickle confirmed the sharing of DEOCS results and the actions implemented throughout the organization in his briefing. Mr. Good also reminded PC members that AI 15-05-03, addressing AFPC's authority to pursue injury compensation reduction when an employee declines a private sector job offer was closed in June via email sharing across PC members. Mr. Nihei reviewed the PDI process during his briefing which closes AI 16-05-04.

#### 13. Wrap-Up – Mr. Robert Good, HQ AFMC/A1KL.

Mr. Good reviewed all the newly identified AI's for the PC and gained agreement from the members on the content of the items; these AI's are included in the attachment. Ms. Watern added AI 16-11-09, which includes Mr. Tingey and herself conducting Brown Bag luncheons to address PDI with AFLCMC leadership; Mr. Tingey agreed to support.

Mr. Good identified the week of 27 Mar 17 for the next PC meeting at Hill AFB UT. Meeting days are scheduled for the 28th and 29th, with travel on the 27th and the 30th. Mr. Tingey said those dates were good for the union as well.

Ms. Watern requested we get a cyber-security update at the next PC. She said with issues like malware affecting flight line operations she believes it would be beneficial for the council to be aware of the cyber-security initiatives going on and the impacts they are having on our workforce. The OPM data breach and a workload shift from security personnel to Force Support Squadron personnel were additional topics to present at the next PC. Ms. Young said we should be able to provide an update on the Master Labor Agreement negotiations at the next PC as well. Ms. Young thanked everyone for the contributions in making this Partnership Council meeting a success. She thanked Ms. Watern for hosting the event as well. Mr. Tingey and Ms. Young both thanked all of the members again for their time and commitment to the AFMC/AFGE Partnership Council.

#### Minutes Approved By:

PATRICIA M. YOUNG
Executive Director

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TROY TINGEY President, AFGE Council 214

"Old" Action Items from Wright-Patterson Meeting 2 Sep 15					
Al#	Description	OPR	Status		
15-09-04	Schedule CHPS health screening for PC members at next PC meeting. (Carry over to the Joint Ntl Mtg)	AFMC/SG	CLOSED		

"Old" Action Items from Robins AFB 17-18 May 2016					
A!#	Description	OPR	Status		
16-05-01	Determine if results from the DEOCS or Climate Assessments reach the lowest possible level in the organization.	AFMC/A1KL	CLOSED		
16-05-02	Determine if actions implemented due to the results of DEOCS or Climate Assessment Surveys, are shared at the lowest possible level.	AFMC/A1KL	CLOSED		
16-05-03	Share what authority allows AFPC to pursue a reduction in injury compensation when an employee declines a private sector job offer.	AFMC/A1KL	CLOSED		
16-05-04	Review the PDI process/difficulties under the five Center construct as there are many layers that may create confusion and has the potential for conflicting direction.	AFMC/A1KL	CLOSED		

Al#	Description	OPR !	Sta
16-11-01	Determine if services offered through the	AFMC/A1K	OF
	Civilian Health Promotion Services (CHPS)	in	
	program can be funded by the Defense Acquisition Workforce Development Fund	conjunction with SAF/AQ	
	(DAWDF).	WILL SAFIAG	
16-11-02	Determine the methodology used to gain	AFLCMC/CA	QI
	additional employee feedback from the results	:	
	of the AFSAC DEOCS Survey and provide		
	feedback to A1. A1 will share information with		
	Ms. McGinnis and Mr. Hughett.	AEMOVAVO	0
16-11-03	Ensure CCs/Directors provide invite to union when DEOCS results are released to	AFMC/A1KQ	U
	employees in AFMC organizations.		
16-11-04	Ensure leaders are aware of available tools to	AFMC/A1KQ	0
10-11-04	address negative indicators identified in	AINOMING	Ŷ
	applicable DEOCS surveys.		
16-11-05	Provide a list of Institutional Competencies to	AFMC/A1D	0
<u> </u>	the members of the AFMC/AFGE C214 PC.		_
16-11-06	Provide documentation which provides insight	AFMC/A1D	0
	into governance process of the Air Force	·	
	Learning Council.		
16-11-07	Determine how AFMC usage of Worklife4You	AFMC/A1R	0
	is being tracked to ensure cost benefit.		
16-11-08	Explore means to expand the Multi-trades	AFMC/A4	0
	Demonstration Project to other AFMC		
	locations.		
16-11-09	AFLCMC leadership and Mr. Tingey conduct	AFLCMC/CA	O
	brown bag luncheon to help expand		
	understanding of Pre-decisional Involvement.		

## AIR FORCE MATERIEL COMMAND

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# AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES COUNCIL 214 PARTNERSHIP COUNCIL MEETING 2 November 2016

#### BUILDING 14, ROOM 217 - WRIGHT-PATTERSON AFB, OH

#### WEDNESDAY, 2 NOV 2016

TOPIC/PRESENTER(S)
Surrey Pick-up at Country Inn & Suites - Colonel Glenn
CHPS – Wellness Screening in Room 108/ Continental Breakfast
Welcome/Opening – Administrative Remarks/Agenda Review (Mr. Randy Shaw, HQ AFMC/A1KL - Ms. Patricia Young, HQ AFMC/CA - Mr. Troy Tingey, President AFGE C-214)
Mission Brief (AFLCMC / 88 ABW)
Local Partnership Council Update (Ms. Pamela McGinnis, President, AFGE Local 1138, & Mr. Jeff Hughett, 88 FSS/FSMCZL)
Break
CHPS Program Update & Wellness Screening Results (Ms. Judith Holl, HQ AFMC/SGPO)
DEOCS Survey (Mr. Keith Tickle, HQ AFMC/A1KQ)
Competency Development (Ms. Dorethea Edwards, HQ AFMC/A1DS)
Recognition of Partnership Council Members
Travel / Group Photo (Area B, Bldg. 12)
Lunch (BJ's Restaurant)
PDI at Center Level (Mr. Ron Nihei, AFGE Local 2221)
EAP WorkLife4You (Mr. Dave Taylor, HQ AFMC/A1R)
Multi-Trades Demonstration Project (Ms. Lisa Smith, HQ AFMC/A4)
Break
Two Year Probationary Period (Mr. Randy Shaw, HQ AFMC/A1KL)
Open Discussion (All PC Members)
Wrap Up - Action Item Review / New Action Items (Mr. Randy Shaw, HQ AFMC/A1KL)
Travel Back to Country Inn & Suites – Colonel Glenn

#### PARTNERSHIP COUNCIL MEMBERS (As of: Nov 2016)

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