

P-3A Labor Management Committee Meeting

Meeting Minutes

Monday, October 22, 2012

In Attendance

Adrian Wood, Karen Shaw, Mark Carbonneau, Pam Casiano, Bruce Ellefsen, Mark Linabury, Kendra Shakir, Susan Pierson, Deb Paradis, and Debra Davis,

I. Approval of minutes from last meeting

The minutes were approved in draft form.

II. Old Business

- a) **P-3A vacancies/refills** – It was discussed that P-3A vacancies are not being filled and there have been a lot of hires not on the organization chart. There is no communication with the department as far as new hires and what they do. P-3A members don't have an opportunity to apply for the positions because they are not posted. They feel there's a lot of work to be done, but not enough staff to do the work. Special Education and Data seem to have more positions posted than other areas. Some areas are down to one person doing the job, where there is one person opposed to three. Training is very time consuming if the person doesn't know the language and throws a person behind. It was asked what positions are going to be advertised and Karen indicated the list is just a snap shot in time and changes frequently. Also indicated CORE is going down and union indicated it can wait until CORE comes back up. Communication Newsletter is getting ready to go out Friday. The newsletter would be internal and external. There was a suggestion of Inside announcing new members. There was a concern about the Newsletter including HR—will be meeting on newsletter and there is no name yet.
- b) **Agency reorganization** – reorganization is at the same status—nothing new to report.
- c) **CSDE federal funds** – P-3A knew of no activity in that area.
- d) **Unit Coordinator Positions** – Karen has worked with managers to make sure UC's are doing what they should be doing not acting as a “manager”.

III. New business

- a) **Safety Issue** – Mark Noon has posted concerns to Public Works on the pot holes and people tripping. Adrian indicated he didn't get an email in reference to the parking lot and Karen asked him to follow up with Mark Noon. Bruce will also follow up with Mark.
- b) **Sick Leave Bank Subcommittee** – Debra Paradis will be getting information of P-3A committee members and making sure P-3A members with 35 hours

are donating. Pay period 11/15 is set. Paige Farnham will be dealing with other agencies. P-3A newsletter will have information on sick leave bank.

Mark Carbonneau suggested before any announcements/reorganization are made to include P-3A in the process.

IV. Adjournment

Meeting adjourned. Next meeting scheduled for December 10, 2012 at 9:00 a.m.