



MCB Camp Pendleton, Labor-Management Forum September 13, 2011

MEETING MINUTES

Member Attendees

Charles Molden/CHRO	Terry Hoeft/CHRO	John Magnus/BPO
Michael Kelley/Logistics	Jeff Wilkerson/F&ES	Michael Jacobson/AFGE1881
Tony Reyes/NFFE919	Oscar Hernandez/IAFF	David John/Facilities
Jay Smith/CHRO	Richard Dobbins/PMO	

Opening Remarks and Agenda

Mr. Charles Molden welcomed the Forum members. Mr. Molden distributed and presented the agenda to the Forum. The following topics were presented:

- Lead and Asbestos Inspection/Re-inspection and Surveys (Richard Cary - PWO)
- Pest Control Issues
- CMR Discussion (Jay Smith)
- New Training Courses
- LMF Information Sharing
- New business/agenda items for next meeting

Lead and Asbestos Inspection/Re-inspection and Surveys

The representative from PWO Mr. Richard Gary presented the topic to the Forum members. The Forum members discussed the topic and highlighted the following:

- Mr. Richard Gary explained that buildings would be identified prior to them being inspected for lead and asbestos. He explained that the procedure is non-evasive and would require samples to be sent to a lab. The results would tell people what type of PPE would be required to work within the identified buildings.
- Mr. Jacobson expressed his concern for the health hazards associated with the testing. Mr. David John explained that the survey needs to be conducted first to see the levels of lead and asbestos. Mr. Gary told the Forum members that the survey will help identify what needs to be done and enable an accurate accounting of the levels of asbestos and lead in each building.
- Mr. Molden reminded everyone that the unions need to be identified first before any type of testing or a survey is conducted.

- It was agreed that occupied buildings would be inspected first. AC/S Facilities would provide a revised list of buildings to be inspected (occupied buildings to be done first). AFGE, IAFF and NFFE were satisfied for the purpose of notification, with regard to the lead and asbestos survey.

Pest Control Issues

Mr. Molden introduced the topic and the issue to the Forum members. The Forum members discussed the topic and came to an agreement on the following:

- Mr. Molden explained that the issue is that pest control lays traps and doesn't come back to remove the traps once mice have been captured. The current expectation is that employees will dispose of the mice. Mr. Jacobson raised concern with the mice being carriers of the Hantavirus and other diseases they are known to carry. Mr. Molden explained that the real concern is if traps are laid a proper cleanup will follow and that a process needs to be developed.
- Mr. David John explained that Facilities would lead the issue and report back at the next Forum. They would explore all aspects of the issue from removal to testing.

CMR Discussion

The Forum members discussed the topic and agreed to the following:

- Mr. Hernandez explained his concern with employees signing off on CMRs when they can't ensure the safety of their equipment. He also addressed his concern with disciplinary action being taken on employees who have no way to ensure the safety of their equipment. Mr. Smith explained that firefighters are responsible for their own personal equipment, captains are responsible for the equipment on the rigs and the station chief is responsible for the station. Mr. Smith said there's a process to issue gear and hold employees accountable if a mishap happens. An investigation would be conducted and accountability would be placed on the responsible parties. Mr. Smith told the Forum members that no discipline would ever be taken on any employees without an investigation being conducted.
- Mr. Molden asked Mr. Wilkerson to provide a course of action for the accountability and responsibility of CMRs. Mr. Molden also asked LtCol Dobbins and Mr. Hoeft to draft language that would notice the employee of responsibility for issued equipment. Mr. Molden asked if Mr. Reyes would review this language and see that it meets his needs. Mr. David John expressed his concern that the CMR issue was an internal control issue and not a Forum issue.

New Training Courses

Mr. Molden introduced the topic and the issue to the Forum members. The Forum members discussed the topic and came to an agreement on the following:

- Mr. Molden told the Forum members about training courses with DCAPS that address violence in the workplace. He encouraged all employees to take the courses. Mr. Jacobson expressed his concern with supervisors being trained better to deal with workplace violence. Mr. Molden also described training regarding telework. He explained that supervisors must take the supervisor and employee training courses and the employee must take the training before teleworking.
- The following links will take one to the described training:
 1. "Critical Transition to Supervision" is available on TWMS
 2. "Telework Training for DON Supervisors" on TWMS:
<https://twms.nmci.navy.mil/selfservice>
<https://mytwms.nmci.navy.mil>
 3. DOD web based Workplace Violence Prevention training courses:
 "Violence in the Workplace" (employee version)
<http://media.cpms.osd.mil/faslerd/employee/menu.htm>

 "Violence in the Workplace" (supervisory version)
<http://media.cpms.osd.mil/faslerd/supervisor/menu.htm>

LMF Information Sharing

Mr. Molden introduced the topic and the issue to the Forum members. The Forum members discussed the topic and came to an agreement on the following:

- Mr. Molden discussed the communication phase of the Labor Management Forum and described how it would be addressed by coming up with a process to get information out to management, supervisors and employees. He explained his concern was with employees who don't have computer access. It was decided that Mr. Rembert and Mr. Casimiro would facilitate the working group to address the communication plan.
- Mr. David John clarified that he understood the communication plan to be for Forum purposes only. He was concerned that a total base communication plan was beyond the Forum's charter. Mr. Jacobson expressed that he wanted the Forum to made-up of decision makers, with regard to topics of the Forum. Mr. Hoeft explained that unions could submit a total base communication plan as a topic to be discussed in the Forum. Mr. Molden told the Forum members that he would take the topic to the CO and report back.

Agenda Items for Next Meeting

The Forum members concluded and discussed some items for the next Forum. The following was discussed:

- Mr. Molden told the Forum members that a charter would be created for the creation of the Communication Plan Working Group and that the Forum would review it.

- The Forum members agreed to bring key issues and concerns regarding communication.

Mr. Molden concluded the Forum meeting

Future Meeting Date

- The next meeting for Forum members will be at 0900 to 1100 on 10/18/11 at the CHRO.