



**MCB Camp Pendleton, Labor-Management Forum  
February 28, 2012**

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**MEETING MINUTES**

**Member Attendees**

Terry Hoeft/CHRO	Charles Molden/CHRO	Jay Smith/ CHRO
Michael Jacobson/AFGE1881	Richard Kirby/NFFE919	Peter Korodini /IAFF-F85
Mark Campaign/ Logistics	David John/Facilities	Col Nicholas Marano/CO MCBCP

**Opening Remarks and Agenda**

Mr. Charles Molden welcomed the Forum members. He started the meeting and welcomed everyone back. He introduced Col Nicholas Marano and explained that he had been briefed on all of the agenda items. The agenda was distributed and presented to the Forum members. The following topics were presented:

- Update on Communication Working Group
- Update on Pest Control Issues
- Update on LMF Charter Amendment
- Introduction of eOPF Implementation
- Introduction of eLES Implementation
- New Business/Agenda Items for Next Meeting

**Update on Communication Working Group**

Mr. Charles Molden reintroduced the issue to the Forum members. The Forum members discussed the topic and highlighted the following:

- Mr. Molden explained to the Forum members that key members of Communication Working Group were absent and that it would be difficult to get an update on their progress. Col Marano elaborated on the topic of communication and said it was one of his biggest challenges. He explained that the Scott was gone and communication efforts were being made through the internet and social media sites. Col Marano said that the reverse 911 system was in place and could be used by CHRO to get messages out to employees. He explained that employees are required to sign up in order to receive the notifications. Col Marano also said that the reverse 911 system could send employees emails about urgent matters (fires, traffic).
- Mr. Jay Smith spoke about the lack of employee participation in the reverse 911 system, due to a fear of their privacy not being protected. Col Marano said that employees information was protect by the Privacy Act. Mr. Smith

and Mr. Molden concurred and said that management had an obligation to protect such information. Mr. Michael Jacobson explained that he encouraged his members to participate in the system and that he had reassured them of their privacy being protected.

- Mr. Molden ended the discussion by saying the item would be on the agenda again next month. He felt it was appropriate for Mr. John Magnus to brief the Forum and for Mr. Anthony Reyes to be present. It was also decided that it would be appropriate to conduct the survey at the end of August. Mr. Molden also stated he would have to first clear the survey with the CO.

### **Update on Pest Control Issues**

Mr. Molden reintroduced the issue to the Forum members. The Forum members discussed the topic and highlighted the following:

- Mr. Molden explained that procedures were put into place in order to address the pest control issues. He then said that Mr. Jacobson still had issues with pest control. Mr. Jacobson explained that the issue seemed resolved, but he still had concerns with bldg 22143 and the moving of its employees. It was his understanding that the trailer where the employees would be moving to was currently unavailable, because it was being used by NMCI. Mr. Jacobson said his initial concern was with the quality of air within the buildings and the nesting pest in the ceilings. He then asked what were the plans for the people still in building 22143. Mr. David John responded by explaining that the trailer was still being moved down to the approved site and that money had already been approved for the project. He also said that Facilities was working with NMCI to remove their cables from the trailer to be moved. Mr. John also stated that a new building would be built to replace bldg 22143 and resolve this issue. Mr. Jacobson said that not enough status had been given on the pest control issue. He wanted to know a date for when the employees would be moving to the trailer. Mr. Jacobson added that if this issue wasn't resolved he would have to go statutory with the matter. Mr. John said he would give a date by next Monday.
- Mr. Peter Korodini stated that every fire station had pest issues. Mr. Molden explained that prior Forums had addressed this issue. Mr. Molden stated that the procedure is to call Facilities and they will deal with the mice and their droppings.
- Col Marano stated that the Forum had come a long way with improving pest control issues. He added that it would be great to get more MilCon dollars to address the fire stations. Mr. John explained that Fire Chief Thomas Thompson and Facilities have conducted a walkthrough of all fire stations in an effort to resolve all issues in receiving accreditation.

### **Update on LMF Charter Amendment**

Mr. Molden reintroduced the issue to the Forum members. The Forum members discussed the topic and highlighted the following:

- Mr. Molden explained that his tenure as the temporary director for the CHRO would be ending soon. He said to be fair to the incoming CHRO director it would be a good idea to rotate the chairperson's position among the Forum

members. He explained that this would help with continuity. He also said that he would still chair the next Forum, if a new director was hired next month.

- It was decided to put this item on the agenda for review at the next Forum.

### **Q/A with Col Marano**

The Forum members were encouraged by Col Marano to ask questions. The Forum members asked the following questions:

- Mr. Richard Kirby asked what could be done to fuel government vehicles during a power outage. Mr. Mark Campaign stated that the vehicles could be fueled by gravity feed, but this was not a good long term solution. Col Marano stated that he wasn't sure about government vehicles, but he had asked MCCS to have backup generators ready for their pumps.
- Mr. Korodini asked where was the base fiscally with regard to all the DoD cuts. Col Marano answered and said that he saw no RIFs with civilians on base. He also added that the base was off the hiring freeze and was hiring again. Col Marano explained that anything could happen in the future. He explained that at the beginning of the fiscal year the base starts with only 50% of its budget and that the rest is dispersed throughout the rest of the year. Col Marano then said the must pays are dealt with first and the rest later. He also stated that this year was the worst ever and that our fiscal deficiencies had been submitted. Col Marano explained that he didn't see the nightmare scenario of a base RIF, but he was still concerned.
- Col Marano noted that he would follow-up on: a fuel back up, easier use of the reverse 911 system and the time table for the temporary facility for the employees in bldg 22143. At this point Col Marano left the Forum.

### **Introduction of eLES and eOPF Implementation**

Mr. Terry Hoeft introduced the issue to the Forum members. The Forum members discussed the topic and highlighted the following:

- Mr. Hoeft explained that implementation of eLES and eOPF was coming from higher authorities. He said that eLES was coming from DoD and eOPF was coming from OPM. Mr. Hoeft noted that a lot of information was coming from Headquarters Marine Corps about these new processes. He felt it was best to disseminate the information at the Forum and allow the members time to review all the materials and discuss it at the next Forum.
- Mr. Hoeft gave an overview of the new eLES process to the Forum. He said that 33% of the Department of Navy (DON) employees receive their LESs in paper form. He noted the DON would save an estimated \$6.2 million dollars annually, once all DON employees were part the eLES process. He explained that the DON will implement the eLES process by the end of fiscal year 2012. At this point Mr. Hoeft distributed two handouts on myPay and eLES for the Forum members to review.
- Mr. Molden noted that the Unions had been noticed on eLES and that at the next Forum further discussion could be held.

- Mr. Hoeft gave an overview of the new eOPF process to the Forum. He said that eOPF is being driven by OPM Director John Berry. He has been tasked by the President to create efficiencies. Mr. Hoeft said that the eOPF process will convert all current OPF to an electronic format and that the process should take five years to complete. At this point Mr. Hoeft distributed a handout on what the eOPF would look like. He explained that added benefits would be: the elimination of copy costs, 24 hour access, documents are access controlled, a comprehensive audit trail and multiple users can view the same documents. Mr. Hoeft said that the DON will implement the eOPF process by May 2012. At this point Mr. Hoeft distributed a handout on eOPF to the Forum members.
- Mr. Molden explained that no CAC cards would be needed to access the eOPF. Mr. Smith said that all documents would be read-only, to keep documents secure. Mr. Jacobson added that this was all being driven by the Paperwork Reduction Act. At this point Mr. Hoeft distributed a handout on the DON's plans to implement eOPF process.
- Mr. Hoeft noted that the Unions had been noticed on eOPF and that at the next Forum further discussion could be held. He also said that this information could be posted on the SharePoint site with links.

### **New Business/ Agenda Items for Next Meeting**

The Forum members held a discussion on new business and agenda items for the next Forum. The following was discussed:

- Mr. Molden said he had a notification for NFFE, on the topic of the merger with MCIWest and employees. He explained that employees will begin moving on 4 April 2012, with the exception of 26 employees currently moving from bldg 1160 to bldg 22103. He said the issue is that these MCIWest employees are bargaining unit employees and NFFE has not filed a petition with the FLRA. He explained that these employees were previously bargaining unit employees of NFFE, but they left once they became part of MCIWest. He said NFFE would need to file a petition with the FLRA for these employees to become part of NFFE again.
- Mr. Molden addressed the issue of awards for employees. In particular the appropriateness of awards for SWRFT employees who receive a cash award of \$250.00 dollars for completing the AFCE certificate. Mr. Molden explained that it was not the design of the award and that one can't give an award for something an employee is not required to do. He then said that it would be appropriate for the employee to use the Tuition Assistance program to help pay for the AFCE certificate. Mr. Jacobson asked what types of actions warranted employees receiving awards. Mr. Molden explained that an employee must do things above or beyond their course of regular duties. Mr. Molden said that this change came from HR doing a review of awards and found this award to be used inappropriately. Mr. Jacobson disagreed and said that employees had to study a lot and that the certificate was directly related to the job. Mr. Molden stated that OPM felt that the certification was not part of the job and not required. Mr. Jacobson felt this was a change in working conditions. Mr. Molden ended that discussion and said that the award for the certificate would discontinue and anything similar would also discontinue.

- At this point Mr. Molden asked if anyone had anything else to add. Mr. Molden added that the Chief of Staff said he would be participating in the Forum in the future. Mr. John asked what would be covered at the next Forum. Mr. Molden responded and said the following would be covered: pest control issues (bldg. 22143), the Communications Working Group, the new performance form and procedures for bargaining unit employees, updates on eLES and eOPF and the rotation of the chairperson's position.

Mr. Molden concluded the Forum meeting and said the next Forum would be held on 20 March 2012 at 0900 to 1100.