



MCIWEST-MCB CAMPEN, Labor Management-Forum
9 May 2012

MEETING MINUTES

Member Attendees

Judi Ramiro/ CHRO	Charles Molden/CHRO	Terry Hoeft/CHRO
Jay Smith/ CHRO	John Magnus/BPO	Michael Kelley/ Logistics
Frank Atkins/ PMO	Anthony Reyes/NFFE919	Nathan Lies/ IAFF F-85
Michael Jacobson/AFGE1881		

Opening Remarks

Mr. Charles Molden welcomed the Forum members. He started the meeting and introduced Ms. Judi Ramiro. He announced that Mr. Ken Couchman was the new labor relations point of contact for AFGE. He also announced that Mr. Mark Rembert was the new labor relations point of contact for IAFF. He made it clear that Mr. Jay Smith would still be the Chief of Labor Relations for the Base. The following topics were presented:

- Civilian Strategic Review (VERA/VSIP Survey)
- Future Budget Projections for MCIW-MCB CAMPEN
- Update on Communication Working Group
- Update on LMF Charter Amendments
- PPE issue
- New Business/Agenda Items for Next Meeting

Civilian Strategic Review (VERA/VSIP Survey)

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

- Mr. Molden told the Forum members that the VERA/VSIP survey was being conducted to help address the shortfalls of the Base's budget. Mr. Molden explained that the Base is facing major budgetary challenges for the next fiscal year. He informed everyone that non-labor monies currently are at \$126 million and are being decreased to \$6 million for the next fiscal year. He explained that the Civilian Strategic Review process is identifying

billets region wide that are essential and nonessential. He then said once the review was complete the results would be sent MCICOM for final review.

- Mr. Molden informed the Forum members that NFFE, IAFF and AFGE had been given official notification of the VERA/VSIP survey and all three unions had given their consent to distribute the survey to employees. He explained the results from the survey and said that over 100 employees had expressed interest in taking a VSIP or VERA. He also said that the majority of the employees that expressed interest were from the Base's Facilities organization.
- Ms. Judi Ramiro explained to the Forum members how the survey process would work. She said the next step would be for a final review of the results and to then inform the respective department heads of their employees who showed interest. Ms. Ramiro then said a decision would be made to give the VSIP/VERA to the employees and a plan would be formulated to decide what to do with their billets.

Future Budget Projections for MCIW-MCB CAMPEN

Ms. Ramiro introduced the topic to the Forum members and distributed a handout. The Forum members discussed the topic and highlighted the following:

- Ms. Ramiro explained that every June and July the Navy looks at how many billets are vacant. She said that the Marine Corps is trying to fill as many vacancies as possible to catch up from the hiring freeze. Ms. Ramiro expressed that this however is causing a catch-22 scenario. She said that the Base must cut its labor costs and at the same time fill as many essential billets before they are taken away by the Navy.
- Ms. Ramiro said that the goal was to avoid a RIF on the Base. She explained that a balancing approach would be applied to filling all essential billets and nonessential billets. She expressed that essential billets would be those that were critical to the Base's mission. Mr. Ramiro said that the VSIP/VERA survey and the filling of essential billets were being conducted simultaneously in the interest of time.
- Mr. Michael Jacobson asked if positions held by contractors were being considered for review. Ms. Ramiro said that only the civilian billets were being reviewed and that contractors' work would eventually rotate back to civilians with political change.
- Ms. Ramiro told the Forum members that the Base's utility costs must come down and the utility budget for the next fiscal year would be cut by 20%. She explained that another catch 22 scenario was present, because construction projects and associated utility usage was increasing. She said that the budget for materials and supplies would also be decreasing, but not the Base's requirements to meet its mission. Ms. Ramiro explained that labor dollars must come down to offset the budgetary reductions. She told the Forum members that a balance must be found between labor dollars and non-labor dollars to ensure that a RIF would be avoided. Mr. Ramiro expressed that a balance could be found and has been done in the past.

Update on Communication Working Group

Mr. John Magnus reintroduced the topic to the Forum members and distributed a handout. The Forum members discussed the topic and highlighted the following:

- Mr. Magnus told the Forum members that the Communication Working Group had been created to address some communication issues with Base employees. He said that the group members conducted a Continuous Process Improvement Project (CPIP) to address the issues of effective communication with Base employees about the LM-Forum. He then briefed the CPIP through a series of detailed slides and detailed the process to the Forum members.
- Mr. Magnus presented the final recommendations from the CPIP to the Forum members. The following was recommended:
 1. LM Relations Internet Page and Employment of Webmaster
 2. LM Relations Communications Campaign
 3. Continues CHRO LM Relations Support
 4. Formal Documentation of Policy/Communication Plan
- Mr. Molden recommended that the Forum members review the recommendations and decide if they were acceptable by 18 May 2012. He said once the recommendations are finalized he can brief the Chief of Staff.

Update on LMF Charter Amendments

Mr. Molden reintroduced the issue to the Forum members and distributed a draft of the new charter. The Forum members discussed the topic and highlighted the following:

- Mr. Molden recommended that the co-chair position be rotated among the Forum members and that the chair position stay with the HR Director. Mr. Molden explained that the Chief of Staff was in an agreement with the proposed changes. Mr. Jacobson had concern with management making a decision before discussing it with the unions. He expressed this action as being a unilateral decision without union involvement. Mr. Molden suggested that all members of the Forum could brief the Chief of Staff and express their views on the changes. Ms. Ramiro expressed that management was given the authority to implement the LM-Forum via the originating Executive Order.
- Mr. Molden asked if the unions had any recommendations for changes to the charter or if they were satisfied with the current charter in place. Mr. Jacobson explained his only concern was with how the decision was made to change the charter, not the actual changes. Mr. Molden asked if there were any objections to only making administrative changes to the charter and forgo the recommended changes. No one objected. The administrative changes to be made are:
 1. The Charter will have MCIWEST in the Body of the Document
 2. LM-Forum Meetings will be Held Quarterly on Wednesdays
- Mr. Molden said once the changes were made he would send the updated charter to the Forum members.

PPE issue

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

- Mr. Molden asked if Mr. Jacobson had any concerns still. Mr. Jacobson responded and asked what was holding the protective clothing issue from moving forward. Mr. Michael Kelley said the he could move forward with it, but WACO wouldn't approve it. Mr. Smith explained the issue discussed with

WACO was uniforms vs. PPE. Mr. Jacobson said his only concern was with employees wearing coveralls in the heat. Mr. Jacobson asked to take the issue off the LM-Forum's agenda and pursue it in another forum for remedy. Mr. Molden said the issue would be removed from the agenda.

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 gave notice to the unions of the upcoming Marine Corps Ground Climate Assessment Survey-Safety. Mr. Molden said the survey is being conducted because the Commanding General is taking command of the Base. Mr. Hoeft explained the survey is voluntary and confidential. The unions had no issues with the survey. Union members of the Forum said they would inform their members and encourage participation.
- Mr. Molden gave notice to the unions of an upcoming OPM administered survey for all Federal employees. The survey was going to be delivered to employees via email. Nobody had concerns with the notice of the survey.
- Mr. Molden also gave notice to the unions that electronic cigarettes would not be allowed for use at the work place. Mr. Molden said this would be included in the Base's order regarding tobacco use. He explained the concern with electronic cigarettes would give the perception of smoking being allowed in the work place. Mr. Molden said the use of the device could also raise anxiety among employees who believe its use is harmful to them.
- Mr. Molden gave notice to the unions on the prohibition of motorcycle lane-splitting on-board the Base. A copy of the policy was distributed. He explained this policy was ordered by the Commanding General and applied to all personnel on the Base. Mr. Molden said this policy was signed by the Commanding General, but had not been distributed yet. Mr. Jacobson said this notice was at the national level with AFGE. Mr. Molden said if anyone had concerns they must given to Mr. Smith by next week.
- Mr. Hoeft gave notice to the unions about upcoming ground water testing on the Base. He explained the testing would be conducted at Bldgs 2264 and 53424. He said the testing would be conducting from 1 July 2012 to 6 July 2012. Mr. Lies asked if he could review the results. Mr. Smith said he could if he filed a request for information.
- Mr. Hoeft gave notice and distributed a handout to the unions that the Base's Occupational Health Department would be reducing its sick call capability by 50% on 12 May 2012. Mr. Molden said that sick call would be limited to employees who have work related injuries and illness. Mr. Hoeft said this change was being instituted by Commander James Caviness, Head of the Occupational Health Department.
- Mr. Hoeft gave notice to the unions on upcoming scheduled power outages on the Base. A handout was distributed that detailed all of the scheduled power outages. He said the power outages would occur from 13 May 2012 to 19 May 2012.
- Ms. Ramiro gave notice to the unions that Bldg 1164 was evacuated and tested for air quality. Ms. Ramiro said that the test results showed no harmful levels of air contaminates and was safe to occupy again. Mr. Jacobson asked

why he had not received the same testing for Bldg 22143, upon past request.
Mr. Molden said he could not explain to past request.

Mr. Molden concluded the Forum meeting. He said that this would be his last LM-Forum meeting because Mr. Jess Cook would become the new HR Director 20 May 2012. Mr. Molden expressed his enjoyment and appreciation for working with the Forum members.