# MAPE/MPCA Meet & Confer

October 1, 2021 via Microsoft Teams

# Attendees-

 MAPE- Claudia Hochstein, Anne Morris, Melissa Wenzel, Joel Peck, Shanna Schmitt, Kristin Kirchoff-Franklin

 MPCA Administration- Peter Tester, Wayne Cords, Chris Everson, Kellie McNamara, Ryan Ricci, Reena Solheid

# Notes

Introduction of Claudia as the new chair of MAPE MPCA Meet & Confer Team

**Covid19 updates-**

 **Telework policy form and agreements**

 Kellie- we are using an enterprise form. We will be using SmartSheet so the workflow is followed. It moves from the employee to supervisor in a more seamless way. We will update the policy so the employee can ask for, in writing, the reason for the telework decision. Kellie is hoping to make a single, larger update to the policy rather than several smaller updates. Kellie could share the draft. She will send to Claudia and if we fill it out, to let Kellie know that there were test items. We were waiting for January because that is when schedules should be determined. Do we need to roll it out sooner?

 Claudia- no, we just want to be able to help folks meet deadlines in submitting the results.

 Kellie- we can communicate about when we can collect those forms.

 Claudia- would the federal mandate impact us?

 Peter- No, we haven’t heard anything. Kellie corroborated.

 **Weekly COVID-19 testing**

Claudia- how does regional testing work?

 Kellie- weekly tester- 3 weeks supply right off the bat. The order did not come back yet. Sonda Binsfeld would organize the order. Seasonal work will slow down the testing demand. Intermittent testers are another category. Test 4-7 days before coming in - we need the test result before they come in. Pick up should last no more than 10 minutes. We will then send them directly to their home. Next week (Oct 8th) is when we will start requiring testing.

 Joel- do we have sufficient amounts of tests?

 Kellie- yes, we ordered extra in the regional office.

 Melissa- how many people?

 Kellie- 18 weekly testers in the region. 15 in St Paul. This can change at any time. Intermittent is 5 in regional and 10 in St Paul. Quite a few staff are vaccinated. Not attesting doesn’t mean people are not vaccinated. Please encourage your members to be vaccinated.

 Claudia- Is there anything else that we can do to help out? We can push these messages out at our local meetings.

 Kellie- There may be some issues in the future and we may need help with this safety measure. Not following the policy can result in unpaid leaves. We do not want this to be punitive.

 Tester- we need this for safety. This is not optional. We are safety aware so we know it.

**Staff wide meetings**

Melissa- staff wide meetings are appreciated. Helping staff understand hot topic meetings is key. We want to honor the lunch break and other lunchtime/union meetings. We are seeking clarity that these optional meetings are work time meetings.

 Tester- These are not formal meetings. We hold them during different times of the day. Get permission from your supervisor to attend these optional meetings. We are just trying to bring people to a meeting for informal discussion. It is more interesting to hear back from everyone. The collegial environment is the purpose of these meetings.

 Melissa- The past meetings were supposed to be on work time and we did not have to ask our supervisor. Optional leaves room for interpretation.

 Tester- If you have another meeting that is mandatory, work with your leadership to attend. If you do not have that obligation, wonderful.

 Joel- Is this company time?

 Tester-If your supervisor says yes, then it is paid time.

 Claudia- then you for the opportunities to have these meetings and we will advise folks it is work time.

**Career planning**

 Melissa- Career planning page on the Lorax is still outdated. We would like to help update it and then share it with members. What can we do to help and when can we expect to have it updated?

 Tester- I do not have specific information to help.

 Kellie- Please send the document to me. I will see what we can do. This is not at the top of the priority list. Cannot give you a date when this issue can be addressed.

 Melissa- there are a lot of reallocation questions and career path opportunities because we want to work for employee retention.

 Kellie- we appreciate this.

 Chris- HR has had to shoulder covid work and it has been a huge amount of work in a short time. Several vacancies take priority over reallocations. The good news about reallocations is that once they are submitted, the pay is backdated.

 Reena- We do not have the staffing or band-width with the low staff. This time is really PG. We need Patience and Grace. We are moving slowly but steadily.

 Claudia- that is all on our agenda. We will schedule the next meeting for January. Any questions or concerns before we return our time? None heard.

Adjourned at 2:10pm