7/7/20

Minutes:

1. Update on agency budget forecasts and COVID leave policy changes from MAPE Statewide President Megan Dayton
   1. MMB has directed all agencies to prepare a budget forecast with a 5% budget cut due to COVID. MAPE’s DEED Meet and Confer Committee will ensure the agency follows the contract if layoffs are anticipated, however DEED leadership has not indicated they expect layoffs.
   2. MMB has created a draft revision to the COVID leave policy, if impacted by COVID leave please reach out to a committee member, business agent, or local steward for assistance.
2. Performance Management- update from M&C Chair Kirsten Peterson and Vice Chair/Region 5 Chief Steward Maureen Dunaway
   1. Peer Reviews- after nearly one year of negotiation, DEED has agreed to optional peer reviews. Members are not obligated to receive or give peer feedback. Declining participation will not impact performance.
   2. Upward feedback for managers- managers will now receive de-identified feedback directly from their employees, they will no longer be filtered through the manager’s manager. While no names will be attached, members are cautioned to provide feedback in a way that does not easily identify them.
3. June 1st administrative pay- Kirsten Peterson and Maureen Dunaway

Members in Minneapolis and St. Paul evacuated from their worksites on June 1st were instructed to use vacation leave. Maureen has filed a class action grievance on behalf of those members. Will keep impacted members updated as the grievance progresses.

1. Careerforce reopening plans- Kirsten Peterson
   1. MAPE Meet and Confer Committee is meeting regularly with DEED senior leadership, however most plans are being delegated to site managers and not being handled at a statewide level. The Committee encourages members to form site-based safety committees to address reopening issues, as needs vary from site-to-site.
   2. Kirsten and Maureen have been meeting regularly with MMA and AFSCME leadership. All bargaining units are supportive of site-based safety committees, please contact Meet and Confer members, MAPE business agents, or local stewards for assistance in forming a site-based safety committee. Brenda Tuma, DEED safety director, is very supportive of site-based safety work and has stated members can contact her if they receive resistance from management.
2. How to start a safety committee- Darlene Heiskary

Darlene provided background on how she worked with MAPE and management to form a site based safety committee in her CareerForce. She also provided guidance on how members can form their own. Contact info is [Darlene.heiskary@state.mn.us](mailto:Darlene.heiskary@state.mn.us) for questions

Q&A

**1. What will be the effects of the State budget deficit on employees?**

We will have to wait and see- will vary by department. We will communicate as we know more.

**2. Will there be buyouts offered for staff in lieu of layoffs?** *\*\* committee suggestion that we communicate through Meet and Confer that this is something employees may be interested in\*\**

This has not been suggested, nor have we received any communication about layoffs at DEED.

**3. Will we receive a pay raise?**

Yes, cost of living adjustments went into effect on 7/1 and raises will be seen on next paychecks.

**4. Return to work plans?**

Site specific return to work plans have been submitted and we encourage employees to work with their site’s safety committees or consider creating one if one does not exist.

**5. What are the major contract issues that will be addressed in our next contract?**

The negotiations committee will convene in the near future. MAPE employees set the pace for bringing forth issues that are important to all of us. There may be some interest in adding language around clarification of emergency leave procedures. Members can join Contract Action Teams and work with their regional negotiators to bring issues forward.

**6. What is the status of the lease for First National Bank Building?**

We have been asking and there have not been any updates shared.

**7. What is the future of working from home?**

We will be advocating as a committee for work from home options to continue for employees who wish to telework, and flexibility in returning to the workplace for those who don’t. Employees can communicate with their supervisors about their needs and use the committee as a resource if they encounter any obstacles. *(note from the Chair: we have a pre-existing telework subcommittee, if you wish to join the effort to maintain telework in DEED please contact one of the committee members or our business agent)*

**8. Are Phase 2 return to work plans still on track for July 15th?**

We are uncertain at this time. Phase 2 was scheduled for 7/15, we don’t currently know if that date will be pushed back or not. Fastest way to find out if you’ll be called back to the office is to contact your manager.

VRS- no return to face-to-face service date scheduled for VRS. Some managers are allowing limited office hours, employees should work with their managers if they need time in the office to complete paperwork/print materials/etc.

**9. Statewide DEED safety committee information:**

Anyone interested in learning more about the DEED Statewide Safety Committee should reach out to Evon Minelli at 952-703-3106, or evon.minelli@state.mn.us. The next meeting is July 21.

**10. Will DEED provide PPE to staff?**

Sites have PPE available to staff in limited quantities and on a need basis. Reach out to the MAPE DEED Meet and Confer Committee, your site safety committee, or the DEED Statewide Safety Committee if you have trouble obtaining PPE.

DEED is encouraging employees to wear masks, and will be providing one cloth mask OR one clear mask. Masks for employees are a strongly suggested but not required. No guidance has been issued for mask cleaning or procuring disposable masks.

**11. Will DEED provide PPE for staff in cities requiring masks be worn indoors?**

Thus far DEED is not providing PPE for customers. Cloth masks will be provided to all DEED employees. Several cities (including but not limited to Minneapolis, Rochester, Mankato) have implemented mask in public mandates. At this time DEED will follow municipal/local mandates but will not be supplying masks for the public. There is no plan to address strategies for CareerForce employees to enforce municipal mask policies at their sites.

**12. Will this meeting be available by transcript?**

Not for this meeting. We will work on trying to add that option for the next meeting.

**13. Impact of COVID-19 on membership (rates)**

Kirsten- Anecdotally we saw an uptick of membership after the initial MAPE-wide Tele-Town Halls, but unaware of overall recent impact. Several DEED employees have reached out to committee members and the chair to inquire about how to sign up over the last few months.

Alana Strickler- Members should reach out to their coworkers and encourage them to sign up if they aren’t members already. Our most powerful tool is a full membership roster.