

## Meet & Confer Notes

9/25/23

**Present:** Matt Fischer, Justin Hanson, Andrea Fish, Patti Sweep, Annie Felix-Gerth, Dave Weirens, Jason Weinerman (co-chair), Suzanne Rhees

### Employee individual development plans

- Andrea has only heard "rumors" on this topic. She urges caution -- an IDP needs to be done by a qualified person.
- Patti hasn't heard anything; there's more discussion on tuition reimbursement
- Suzanne: Have IDPs been used in the past?
  - Dave: Not in those terms, although training needs do get discussed informally.
- Does each section use the same self-assessment form (as in North region)?
  - Andrea - not universal (review form is standard, but self-assessment not always required)
- Jason - What's the process for maintaining required certifications?
  - Dave - The only ones that apply: wetland professionals, engineers' licensure (thru state Board), and notaries - we always let staff know they can take the time they need to stay certified, and will pay registration costs.
  - Andrea - training to maintain in individual license isn't part of an IDP, it's just "required training"

### Vacation length-of-service credits status:

- Andrea: Exec. Team will have one last read-through on a memo to all staff on what information they should submit to Patti; will be a simple process based on resume
- How long will process take?
  - ASAP, at a minimum to beginning of next payroll period (after approval). We're still contracted with DNR for transactions, but they're aware that these are coming -- no guarantees, however!

**Need for contract training for supervisors and managers:** How to create a process to evaluate changes in new contract, pilot programs, etc. ?

- Patti - will take a while to move through all of these. There's currently lots of discussion re tuition reimbursement among agencies; Exec Team needs to discuss and determine what "we can afford."
- Jason - how are supervisory staff getting trained/informed re contract changes?
  - Changes all are out on MMB website and also on BERT. Just a question of taking time to review or ask questions. Most managers are pretty good about reviewing,
- Annie - was there ever formal training in past? Would it be helpful for managers to receive some training?
  - Dave - regular SMT mtgs always have an HR item; Patti goes over major changes in contract. Discretionary items will take more effort. No formal training, however, in past.
  - Also have 6 bargaining units, not just MAPE.
- Have staff expressed any concerns re managers not understanding contract items?

- Jason: Mainly being proactive. However, we have heard of different approaches to comp time, overtime, etc., so we're looking for consistency across sections.
- Matt - mostly to make sure we're not leaving anything on the table re contract items; student loan, language differential, etc. But big items (pay, meals, etc.) are covered already.
- Annie – we recognize it's a lot of information to absorb; staying proactive. These things keep us more competitive (with private sector).
- Jason - thanks to Andrea for addressing the vacation issue at staff meeting.