# DEED Meet and Confer

## Meeting Minutes

February 19 2021

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| Present: | Present for MAPE: Kirsten Peterson (chair), Maureen Dunaway (vice-chair), Janet Kitui, Chelsy Montan (secretary), Alana Stickler, Kelsey Goneau Martinson, Michael Prideaux , Tim Qualley, Frida Alvarez, Caitlin Reid (MAPE Business Agent).  Present for the employer: HR Director Shelia Reger, Labor Relations Manager John Erickson, Labor Relations HR Consultant Jacqueline Lyaruu-Macha, Assistant Commissioner for Operations Evan Rowe, Organizational Development Director Michael Vaughn, Deputy Commissioner of Workforce Services Blake Chaffee and Human Resources Safety Administrator Brenda Tuma. |

**Performance Review Management**

MAPE and Management both expressed gratitude regarding the ongoing discussions of the “Graciousness” measurement in annual performance reviews. Management indicated Graciousness will remain a DEED value but will no longer be assessing employees on that measurement.

**Student Loan Reimbursement and ERI**

MAPE expressed concerns over the comments made during a Town Hall meeting and requested clarification on why DEED will not be participating in Student Loan Reimbursement or the Early Retirement Incentive program. MAPE believes Student Loan Reimbursement is a smart and competitive tool for retention. Management indicated due to current budget shortfalls Student Loan Reimbursement is not fiscally possible, but it may come up again in the future. ERI will occur in DDS (Disability Determination Services) due to an agreement with Social Security Admin who funds the program. The ERI program was negotiated in anticipation of a budget shortfall to avoid potential layoffs. With an improved budget outlook, those risks are less likely. MAPE requested a town hall regarding ERI and Student Loans and Management agreed to this request.

**Vacation Cap**

MAPE asked if a reminder could be sent to staff who are priority 3 and 4 who are at cap to use their vacation before they lose it. Management agreed this has been practice in the past and will do so.

**Time Balancing/Time reporting concerns**

MAPE brought up concerns that a pattern of time reporting inaccuracy is the norm at DEED, and the risk of liability that could have on members as we plan for members returning to travel and flexible schedules post-pandemic. Management agreed it has occurred in DEED for years and will create a job aid for the DEN as a tool for managers and supervisors.

**Safety in reopening**

MAPE brought forward concerns regarding reopening both customer facing roles and those who will return to in person offices. MAPE’s stance is that all staff should have the opportunity to receive a vaccine before reporting in person to work. Management indicated guidance about returning will come from MMB. Management indicated HR Safety admin is working on plans that include avoiding close contact and making sure there is distancing, masking, and proper ventilation in place for all locations whenever the time comes to return to in person services.MAPE requested worksite safety meetings be made available upon request on a site-by-site basis.

**Vacation for Unemployment Insurance**

MAPE again brought up concerns regarding the limiting of vacation usage in UI. Management requested another separate meeting to address the ongoing concerns members are having. MAPE agreed and a meeting will be held in coming weeks.

**FNB Move**

MAPE raised questions if staff will be involved in the move process and space planning. MAPE raised questions regarding Mothers rooms/privacy rooms, gender inclusive bathrooms, noise blocking cube walls, air quality, and other important issues to members in their workspace. Management indicated they are working through the planning process and feedback is well taken.

**VRS subcommittee**

MAPE requested management establish ongoing meetings with the VRS subcommittee as prior meeting have all been cancelled or rescheduled. Management indicated the meeting in upcoming and on the calendar, no plans to change or postpone at this time.

**HR Update**

The Committee received an HR update which will become a standing agenda item. Management indicated HR has 9 out of 15 new staff and at this time are working through backlog while also setting up new priorities including streamlining hiring, working on inclusion and managing COVID related safety and matters. MAPE expressed concerns about gender and racial bias in temporary unclassified hiring. Management agreed to review, MAPE will add to 2nd quarter agenda for follow up.