

## Meeting Minutes: Meet and Confer

Minutes prepared by: Frances Li  
Location: Microsoft Teams Meeting  
Date: 5/24/2022

### Attendance

- DLI management: Commissioner Roslyn Robertson, Deputy Commissioner Nicole Blissenbach, Assistant Commissioner Kate Perushek, Assistant Commissioner Kate Daly, HR Director Sandi Arvin, HR Consultant Ashely Shanley, HR Consultant Shoua Tran
- MAPE representatives: Cyndi Benjamin, chair (OSHA), Dan Engelhart (MAPE Business Agent), Bonnie Frisk (Labor Standards, Mankato), Debra Heisick (ADR), Frances Li (ADR), Vikki Sanders (WSC), Dave Skovholt (LS),

### Meeting Notes

1. **Introductions** of participants.
2. **Building security/safety:**
  - a. The request to install motion lights at the main entrance and additional lighting at the employee's entrance were brought to the attention of the Safety Committee but there is no update to report.
  - b. The fire extinguisher is a safety hazard and should be mounted or removed. Commissioner Blissenbach will ask Kyle Hart, Facilities and Operations, to address this concern.
3. **Covid – return to office update:**
  - a. The mask and vaccination mandate policy was rescinded on May 24, 2022. However, the health screening will remain in the near future.
  - b. The managers and supervisors of each unit will decide on the return to work schedule based on business needs.
  - c. The telework agreement must be filled out and submitted in June. HR will keep the document on file.
  - d. The Anoka room (which is a bigger room) is reserved for walk-ins. Masks are available right after the turnstile and in the Anoka room.
  - e. HR will provide guidance regarding Covid compliance.
4. **Telework appeal process:**
  - a. MAPE inquires whether there is an appeal process in place at DLI when a telework request is

denied by management. DNR does have an appeals process. MAPE business agent states that MAPE has a role to navigate the telework process to ensure that the decision is made fairly and equitably.

- b. Management response: The telework schedule is based on unit assessment of its business needs. This is not a request/denial situation, but rather it is a manager/supervisor directive to the employee. The manager/supervisor will balance flexibility and the unit's business needs. There is no formal process for an appeal, but the employee should discuss any scheduling issues with the manager/supervisor.
5. **Parking** - Kyle Hart has started the conversation with the to explore pass sharing or daily rates. The Commissioner notes that the parking fee is much less at DLI than the parking fee at the Capitol complex. The parking lot at the capitol complex is owned by the state which allows for some flexibility.

Kyle Hart just reported to Deputy Commissioner Blissenbach that the landlord has agreed to allow DLI employees to share the parking tag. However, HR director recommends caution and consideration of all factors before making the sharing arrangements. All employees must be mindful that the administration will not help with the private arrangements of the parking tag sharing and any potential conflicts or disagreements that may arise from such arrangements.

6. **Legislative update** - the legislature adjourned midnight Sunday, May 22, 2022. The omnibus bill failed to pass. This includes the spending bill involving DLI which was tabled. A special session will be needed to pass the remaining bills.

Legislative successes: the MAPE contract passed the Senate in a unanimous vote on May 20, 2022. The Frontline Workers Pay program, to be administered by DLI, is a significant and important legislative success.

7. **Student loan update** – Alexis Lohse leads the MAPE subgroup but discussion was put off during the pandemic. Former Commissioner Leppink was very supportive. Commissioner Robertson also wholeheartedly support the pilot program. However, management is waiting for MAPE to provide some additional data, such as:
- how many MAPE members would apply;
  - the length of employment of those interested;
  - how do other agencies administer the pilot - business agent Dan Englehart will find out how other agencies are handling this program and share with this group.