

# Meeting Minutes: MNIT Meet & Confer

Date: 8/5/2020

## Attendees

Kassie Church – MNIT @ MDVA, Andi Morris – MNIT @ DEED, Axelina Swenson – MNIT Enterprise, Greg Naumann – MNIT @ PCAE, Nic Frey – MAPE Business Agent, Lyz Martin – MAPE Business Agent; Brian Fitch – MNIT HR-Labor Relations, Nicole Schultz – MNIT HR, Jon Eichten – MNIT, Megan Yang – MNIT HR, Chad Thuet – MNIT HR Director, Rachel Dopson – MNIT HR,

## Introductions & Housekeeping

* Andi Morris is the newly elected chair of the MAPE Meet & Confer Team
* Reviewed the purpose of Meet & Confer – to address and resolve issues of mutual concern
* For any issues not resolved during meetings, one member from management and one member from MAPE will be assigned to follow up on the issue between scheduled quarterly meetings.

## Agenda Items

### Return to work

* Updates from Return to Work Committee
  + Talked about the meeting. Telework is required if you can, expect this to continue to for a while as cases are increasing in MN. When we return, it will be different, with some telework, some remote work, etc – more to come as it’s being worked on with MMB and revamping the statewide telework policy. Health and safety protocols need to be followed, employee tracking now includes health assessment when going into the office, follow return to work force plan, training etc. HR has to follow up on those who are not following the training etc, has an obligation to make sure everyone is following procedures.
* Membership brought up a question on completing the Employee Status form online on non-work days (such as vacation). If you can complete the form on vacation days, great. Can fill out the form at the end of the last working day before vacation, but be sure to update status upon return to work.

### Layoff plan

* Asked if MNIT can provide early retirement options in order to try to avoid layoffs (including salary savings). This is something that would need to be negotiated with MMB. Phased retirement is in the contract and employees should contact HR and their supervisor to request this.
* Pointed out that Temp Unclassified folks should not be laid off prior to contractors. Management agreed that this is a reasonable request and will do their best to ensure that contractors are let go before Temp Unclassified employees.
* Ask: Can Management send layoff notices to Meet & Confer team members along with MAPE Central – management agreed.
* No plans for layoffs at this time, bigger concern is cuts to agencies that would impact MNIT staff.
* Asked about MNIT staff affected by DOC’s planned closure of two facilities by the end of the year. One DOC MNIT staff will be relocated to Grand Rapids, has state car, closer to his home. Management noted that layoffs are not part of strategy.
* MAPE advised members have been told to review seniority rosters and reach out to HR if they notice any errors. HR noted they have already received some inquiries.
* Management would like to hear any cost saving ideas from employees – email ideas to MAPE Meet & Confer Team who can forward ideas to management. Employees should feel free to share ideas with their supervisors as well.

### Budget

* Local budget is agency based, MNIT being held harmless, no signals from CBTO’s on layoffs, or spend. If the supplemental budget can come that would be helpful.
* MNIT got 8 Million for Covid relief which helps to offset costs incurred through updating infrastructure to accommodate the number of employees teleworking.
* Rates might need to go up for agencies.

### Covid leave policy changes

* Mentioned that the revised Covid leave policy makes it very hard for anyone needing school leave if they also have conditions requiring FMLA (either their own or a family member’s) and asked if MNIT is able to do anything above and beyond that. Management noted that they recognize FMLA needs and will do what they can to work with employees, contracts etc. Employees may be able to utilize flex schedules or salary savings leave and should reach out to Shawna Hennek in HR for questions.
* John and Chad will remind Senior Management to be understanding with family situations.
* John and Chad will address BCA’s push to get all their employees, including MNIT staff, into the building although most of them are able to telework.

### Student Loan Reimbursement – update requested

* Update previously received from MNIT stated MNIT leadership was waiting for the outcome of the legislative decision before making decisions about the program.
* This is in the supplemental agreement and the plan should be implemented as noted in the contract.
* MAPE gave things up in order to get agreement on this and we have many members who would potentially benefit from this.
* Management noted that given the current budget forecast, it may come across as tone deaf to put out information about the application process when there aren’t funds available for this. It is not a reflection of whether or not staff deserves it, but a reflection of the current situation.
* MAPE pushed the need to get a policy/procedure together even if reimbursements can’t be approved at this time since it’s part of the supplemental contract.
* During the meeting, it was noted that the copy of the MAPE contract on the MMB website does not include the MNIT supplement – MAPE will work with MMB to get the correct contract on the site and will be in touch with Chad on this.

### New ITS Classification – update requested

* Update previously received from MNIT stated MNIT leadership was waiting for the outcome of the legislative session before making decisions about the new IT classes included in the 2019-2021 contract.
* MAPE would like to be sure this is discussed with the Meet & Confer Team before new classes are implemented.
* Management noted they really wanted to use this but in situation its difficult, due to multiple issues – Covid, negative budget, etc.

### Equity Adjustments – update requested

* Update previously received from MNIT noted preliminary analysis to identify potential employees eligible for the adjustment just prior to Covid and that leadership was going to await the outcome of the legislative decision before making decisions about the adjustments.
* Management noted they really wanted to use this but in situation its difficult, due to multiple issues – Covid, negative budget, etc.

## Additional Items

* Management noted they intend to keep MNIT Week, but it will look different this year. It is important to have something for recognition and training.