

From: Jamie Osborne
To: Stan Deimling
Date: Wednesday, November 29, 2006 12:15:24 PM
Cc: Jeff Jackson; Gary Auffart; Chris Gilpin; Matt Losee; luannesbaskets@hotmail.com; Jamie Osborne
Subject: Labor Management meeting (Dec 4) agenda

Chief Deimling:

The following are the issues that Local 3412 would like to discuss during our Labor Management meeting scheduled for Monday December 4th, 2006, at 10:00 am.

Agenda Items:

1. Status of Workers Compensation/ Injury reporting check sheet and procedures update.
2. Captains vacancy and staffing levels.
3. Response Guidelines.
4. Diesel particulate study and exhaust evacuation systems.
5. Training pay.
6. Mandatory religious event attendance/policy.
7. Modification of statements.
8. Responsibility of Scheduling.

Local 3412 had anticipated reviewing your draft policy for religious event attendance prior to this meeting. We are also still awaiting the documentation that was requested in our letter, dated October 30th, 2006, to Asst. Chief Jackson regarding the payroll situation.

As always, if you would like to add any items to the agenda let me know. If you have any questions give me a call.

Respectfully,

Jamie Osborne
President
I.A.F.F. Local 3412
513-616-9379

Labor Management Meeting Minutes

Date: 12/04/06

Time: 1000-1130

Location: UTFD Station 51 Conference Room

Attendance: (IAFF Local 3412) President Osborne, Secretary Gilpin; (UTFD Management Staff) Chief Deimling, A/C Auffart, A/C Jackson

- **Status of Work Comp/ Injury Reporting check sheet and procedures update**
 - A/C Jackson presented draft injury reporting check sheet
 - President Osborne conveyed that check sheet needs to be modified to be more specific in the area of “Appropriate FD forms” filled out. What are these forms? A/C Jackson to work on.
 - Procedure Update in work
 - Forms (BWC and Injury reporting check sheet) located on UTFD network in the “FDLT” folder.
- **Captain position vacancy status and UTFD staffing levels**
 - Per Chief Deimling- Nothing new with the Captain’s vacancy. Multiple budget proposals have been submitted to the UT Administration. Nothing will happen until the budget is approved.
 - President Osborne requested that UTFD utilize Automatic Mutual Aid to increase manpower response to fires to the NFPA recommended levels.
 - Chief Deimling responded- “No”, but that if the first arriving officer arrives on the scene and determines more manpower will be needed; the request should be made through UT dispatch for additional units as needed. President Osborne conveyed to Chief Deimling that this needs to be clarified to the officer’s of UTFD.
- **Response Guidelines**
 - President Osborne showed Chief Deimling the response guidelines that have been distributed with the handwritten changes made to them, and asked if they are the official response guideline changes. Chief Deimling confirmed that they are official, and that response to all structure fires will now be 3 engine/ quint and 3 medic units from the closest three stations.
 - President Osborne asked what the new “Administrative Directive’s” being distributed by A/C Jackson were and what should be done with them. Chief Deimling responded that if they are SOP’s they go in the SOP binders, and if they are Memo’s they go in the Memo binders.
- **Diesel Particulate Study and Diesel Evac Systems**
 - President Osborne asked Chief Deimling if he had made a decision about the air monitoring at D-10 in relation to the proposal submitted at the November Labor Management meeting.
 - Chief Deimling said that he submitted the proposal to the UT Administrator. The Administrator had an “encouraging response” and is going to look into options for who will conduct the testing and present a proposal to the UT Trustees.
 - Chief Deimling is interested in having all UTFD stations tested.

- President Osborne asked is there is a time frame for completion; Chief Deimling said he will look into the time frame.
 - D-20's diesel exhaust evacuation system is going to be installed in December.
- **Training Pay**
 - President Osborne presented UTFD staff with evidence (past timecards, and spreadsheets) that personnel have been paid previously as L3412 maintained throughout this issue.
 - Discussion about where to go from here brought the following guidelines:
 - Time cards need to be specific as to what the employee is being paid for; i.e. training, shift, etc.
 - Time cards need to reflect only the actual hours worked.
 - Employees will be switched to 40 hr. rate as needed. i.e., out of town training over regularly scheduled shift days.
 - A/C Jackson will develop a new, detailed policy pertaining to payroll and conduct training for this policy. This should cut down on confusion relating to this issue.
- **Mandatory Religious Event Policy**
 - President Osborne presented a policy proposal to UTFD staff.
 - Staff reviewed policy with discussion about possible language changes.
 - UTFD staff is going to submit the IAFF Local 3412 policy proposal to UT legal counsel for review.
 - Further discussion to be had at next Labor Management meeting.
- **Modification of Statements (Constitutional Protection Statement)**
 - Chief Deimling had this reviewed by UT legal counsel, and has no issue with the use of the Constitutional Protection Statement in UTFD statements.
- **Responsibility of Scheduling**
 - Discussion and agreement by both parties that the responsibility of scheduling and notification to employees is a management responsibility.
 - It is also agreed that it is in everyone's best interest for employees to review the schedule on a regular basis.
- **Miscellaneous**
 - Chief Deimling conveyed that the next regularly scheduled Labor Management meeting would fall on New Year's Day.
 - All parties agree to move the next Labor Management meeting to 01/08/07.

Minutes Respectfully Submitted,

Christopher A. Gilpin
Secretary, I.A.F.F. Local 3412

Proposed Policy

Purpose of Policy:

It is the intent of this policy to protect the First Amendment, Establishment Clause rights of the employee. The Establishment Clause is the portion of the First Amendment which creates a wall of separation between church and state.

- Fire department employees shall not participate in religious worship services or other religious based events while on duty.
- Fire department employees shall not participate in recognition events that are held during a worship service or involve prayer or other forms of religious beliefs to be imposed upon them while on duty.
- Fire department employees shall not be subjected to religious activities that involve any of the following:
 - Praying
 - Being touched by others
 - Any religious based ceremonies
 - Subjected to any event that is against their religious beliefs
- It will be the responsibility of the Employer to ensure that when a detail is to be conducted at a place of worship, the requesting party will be informed of what type of activities are permitted and what are not.
- It will be the responsibility of the Employer to issue written materials to the requesting place of worship with the rules and rationale of the intent of this policy.
- It is the responsibility of the Employer to have a supervisor at all events held at a place of worship.
- At any point in time a Fire department member feels that an event at a place of worship has violated the First Amendment, Establishment Clause, they shall notify the supervisor immediately. The supervisor shall immediately evaluate the situation in comparison to this policy and take action to cease the employee's involvement if the activity is deemed in violation of this policy.
- The employee has the right to refuse without punishment when the employee feels that this policy has been violated.

Employees will, however respond to, emergency and non-emergency details including and limited to public education, public relations, prevention, inspection, fire and emergency medical events. Any questions or concerns shall be directed to a Supervisor.

3rd Draft
