

Partnership Executive Council (PEC)

Minutes – August 11, 2005

Location: HR Classroom, The Adjutant General's Dept

8:30AM – 11:00 AM

Attendees: MG Wayt, BG Kambic, COL Faber, Col Baylor, Dean Boling, Jeff Tanner, Clint Byington, Greg Shafer, Mike Dohrman, Greg Sigelmier, Mike Brill

Old Business: Reviewed minutes of Army & Air PEC. Used input from Army discussions to review key issues.

New Business: Information was identified in open discussion, facilitated by HR representative. Outline of consensus issues follow:

1. What assistance will the Army/Air PEC provide to LPCs?
 - Ensure appropriate LPC formed manned & trained to a common standard
 - Ensure HR &/or PEC provide participation teams to visit & assist LPCs
 - Identify 'common standard' for LPC expectations
 - Identify formal communication process
 - Define role of co-chairs (labor/management) of LPC
 - Require minutes of meetings (forwarded to Army/Air PECs)
 - May include representatives to brief issues to Army/Air PECs
 - Incorporate education on LPC roles into Supervisor/Labor training

2. What steps need to be taken to establish the LPCs as a "priority" for effective problem-solving?
 - Confirm/publish schedule of meeting requirements – frequency & relationship to PECs
 - Confirm training status
 - Identify issue(s) and status of resolution
 - Ensure common expectation communicated to LPCs
 - Record Keeping
 - Problem-solving approach
 - Schedule to support PEC feedback
 - Publish Executive (PEC) schedule for LPCs & publish minutes for LPCs
 - Disciplined approach demonstrates commitment
 - Set dates for Army/Air PECs & Joint PEC through 2007
 - Set-up website for access & information
 - Facilitate training of all LPC members (management/labor)
 - Empower LPC to set procedures (within standards)
 - Regular meetings
 - Published rules/roles for LPC
 - Disciplined schedule (LPC > Army/Air PEC > PEC) sequence
 - Problem-solving meetings based on need/self-determined
 - Pro-active partnering

3. The roles of LPC's need to be clarified: how does LPC deal with issues that are distinct to the specific Army or Air component?
 - Obtain LPC feedback
 - Roles defined in 'Charters'
 - Communicate expectations from PECs
 - Army/Air PEC members attend LPC meetings on occasion to communicate expectations

4. What type of follow-on/continuation training should be offered to the LPCs?
 - Identify a training strategy (include types of training available)
 - Survey LPCs on needs
 - Identify training capabilities for survey

5. What role does the Executive Committees have in sharing feedback/ informational tools with the LPC?
 - Leadership
 - Training
 - Resourcing
 - Communicating (Minutes, web information updates, LPC POCs identification)

6. How do we implement Article 1, Section 3 of bargaining agreement, i.e., model principles, establish assistance teams, on-going training, joint communication strategy & conduct periodic assessment of partnership?
 - Identify a systematic process
 - Establish an assessment based on key metrics
 - Meetings
 - Training
 - Survey LPCs to assess culture

7. What process should LPCs use to report to Army/Air PEC or the PEC?
 - LPCs provide minutes to Army/Air PECs
 - Army/Air PECs (& PEC) provide minutes to all LPCs
 - Executive committee teams visit LPCs
 - Conduct evaluation of processes (follow Article 3)

8. Do we have a need to provide facilitators for the LPC? Do those facilitators need specialized training?
 - Identify expectations of trained facilitators for LPCs (role of Army/Air PECs)
 - Provide training to include:
 - Meeting management

- Facilitator training
- Interest-based Bargaining training
- Establish process for internal LPC continuation training
- Identify process to bring in external facilitators (when required)

Open Discussion of all items followed with consensus on responses to identify roles and responsibilities.

Other New Business:

Smoking policy draft reviewed. Implementation discussed with minor edits to policy memorandum and agreement to obtain signs and provide reasonable notice of implementation timeframes.

Interview Team Diversity policy draft reviewed. Concept discussed. Minor edits identified and consensus on publication and implementation of consistent guidelines throughout Army and Air full-time workforce.

Draft minutes/subject to review and validation/EDB