

Executive PEC Minutes

Date: 16 Dec 2005
Location: Lunch at Champps, Meeting in TAG Conference Room
Attendees: TAG-MG Wayt, ATAG Air-MG Feucht, ATAG Army-BG Kambic,
COS-COL Faber, ESSO-Col Baylor, HRO-E.D. Boling,
Union Pres-Jeff Tanner, Union Sec/Treas-Greg Shafer,
Union VP-Mike Brill, LRO-1Lt Roche

Opening: 1Lt Roche opened the meeting

Old Business:

Minutes of the 11 Aug 2005 Executive PEC meeting were reviewed and accepted.

New Business:

1. Service PEC Updates

Discussion—proposed Army and Air Service PECs were reviewed. The Army PEC was held 7 Dec 2005, and the Air PEC was held 9 Dec 2005. COL Faber requested copies of the Army minutes be forwarded to him.

Status—committees will verify minutes, obtain signatures of co-chairs, and publish.

2. PEC Schedule thru FY07

Discussion—this item was brought forward from both Service PECs. All parties agreed a schedule for the Executive PEC meeting was necessary to drive expectations of meeting frequency at subsequent levels. After discussion it was agreed that at a minimum, the Executive PEC would schedule meetings 4 times a year, with a target date of the third Thursday of the last month of the quarter for the Executive PEC. The Service PECs would meet the third Thursday of the second month of the quarter, and the LPCs would meeting the third Thursday of the first month of the quarter. It was also agreed on that the Executive PEC meetings should be held off-site in civilian attire whenever possible.

Status—Meetings were tentatively scheduled as follows:

2006 Target Dates			
LPCs	Air Service PEC	Army Service PEC	Executive PEC
Jan 19	Feb 8 (p.m.)	Feb 8 (a.m.)	Mar 16
Apr 20	May 18 (a.m.)	May 18 (p.m.)	June 15
July 20	Aug 17 (p.m.)	Aug 17 (a.m.)	Sep 21
Oct 19	Nov 16 (p.m.)	Nov 16 (a.m.)	Dec 21

2007 Target Dates			
LPCs	Air Service PEC	Army Service PEC	Executive PEC
Jan 18	Feb 15 (p.m.)	Feb 15 (a.m.)	Mar 15
Apr 19	May 17 (p.m.)	May 17 (a.m.)	June 21
July 19	Aug 16 (p.m.)	Aug 16 (a.m.)	Sep 20
Oct 18	Nov 15 (p.m.)	Nov (a.m.)	Dec 20

The next Executive PEC meeting has been scheduled at Houlihan's meeting room in Worthington, 1300-1600 hrs on 16 March 2005.

3. LPC Training and Standards

Discussion—Dean Boling led the discussion through a review of the information paper based on the 11 Aug 2005 Executive PEC meeting notes and feedback from Service PECs.

Regarding training, it was agreed that Interest Based Bargaining (IBB) was the problem solving model to be used, and that training for any LPC or PEC members who hadn't yet attended should be completed. It was also suggested that we develop an in-house capability to train Council members. A need was also identified for training in how to run a Labor-Management committee and for LPC facilitators. It was agreed that the Quality Office be the OPR for IBB train-the-trainer facilitators' courses. The HRO was identified as an OPR for scheduling IBB training and how to run a Labor-Management meeting. A need was also identified for training metrics.

Regarding communications, an open-domain website where minutes and other items of interest could be placed for view by all Councils was discussed, and it was agreed this was an important step in better communications. It was also agreed that LPC minutes should be completed within 14 calendar days and forwarded to the Service PEC. Minutes should contain the issues worked in the meeting, clearly identify any issue forwarded for action at the next level, and include an attached copy of the meeting agenda. A town-hall type meeting to train the force on the role of the LPCs was also suggested.

At this point the committee agreed a PEC policy letter was in order that would address expectations for the following: LPC meeting requirements, IBB training qualifications, Council support (facilitation & meeting management), communication requirements, metrics (esp. meetings, training and facilitators), and a training roadshow. HRO would be the OPR to draft the letter.

Status—Identify viable web host, coordinate with Quality office, identify participants for IBB training, and draft LPC Expectations Policy letter.

4. Utilities Budget

Discussion—Dean Boling led this discussion to emphasize that Utilities are currently the most volatile element of the state budget. Conservation efforts are decreasing

usage, but the high price of energy already has the agency over-budget relative to last year, with the Jan-Mar time frame upcoming. If we are to take steps to avoid an anticipated \$1.4m budget shortfall, labor-management participation will be vital, esp. as some of the steps to be considered could be drastic, such as 4/10 work schedules or relocation from underutilized facilities. It was stated that Ron Gooch has detailed information on energy usage for Army facilities, and that the Civil Engineer squadrons were tracking that information for Air facilities. It was also clarified that GSUs are included in the Wing budgets and are working to conserve where they can. Both operational and labor implications of conservation (such as greater use of de-icing at the Air Wings). Alternative work schedules were discussed, especially the use of 4/10 workweeks in order to shut facilities down for an additional day. Telework was also mentioned as an option. It was agreed that we must conserve as much as possible in order to be able to demonstrate the effort to reduce usage when we asks for more budget dollars.

Status—consensus was that if additional action is to be taken it must happen soon. Conservation should be a regular part of the discussion of all LPCs. More will need to be done.

5. Draft Army Service PEC Charter

Discussion—The document was provided to the group for review and comment at their leisure.

Status—The charter will be voted on at the next Army Service PEC.

6. Executive PEC Composition

Discussion—The Air Service PEC brings this issue forward as it has been felt that an Air commander needs to be on the Executive PEC because the Air is decentralized in terms of its management. An Air commander would provide necessary expert information, communication and teamwork to the council. The discussion addressed the original roles of the Executive and Service PECs, and to whether that need wasn't being met by the Service PEC or by having the ESSO on the council, and to concerns that the Executive PEC may grow too large. Army management stated no issues with the proposal, and that additional PEC representation for the Army management would not be requested. It was agreed that the issue could be decided at that meeting, not tabled for later. In question was whether an Air commander would be given a seat on the Executive PEC, and whether that seat would be a replacement for a current member or an addition to the PEC, with a requirement for an additional labor representative to be named.

Status—A group consensus was taken, and it was agreed that the Executive PEC would add two additional members, an Air commander for management and a union representative to be named. A PEC Policy letter will be drafted in the HRO to announce the change.

For Further Action:

- It was also agreed that the Executive PEC meeting agenda would be compiled by the TAG, Union President and HRO with assistance from Labor Relations. The Service PEC meeting agendas would be developed by the respective ATAGs and the Union President, with assistance from Labor Relations.
- Finalize and publish minutes.
- PEC Policy Letter regarding LPC expectations and coordination of identified actions (training, support, meetings, minutes, website, metrics, roadshow)
- Monitor utilities issue and actions taken to ensure labor-management cooperation.
- Confirm finalization of Draft Army Service PEC Charter.
- PEC Policy Letter regarding addition of an Air CC and Labor representative to the Executive PEC.

Next Meeting:

Houlihans' Restaurant, 3580 West Dublin-Granville Road, Columbus 1300-1600 hours, 16 March 2005. Civilian attire.

Prepared by: Dan Roche, 1st Lt, OHANG, Labor Relations Officer

Verified by: For Management

For Labor

GREGORY L. WAYT
Major General
The Adjutant General

JEFFREY L. TANNER
President
AFGE Local 3970

Attach: Meeting agenda