

SRCEA./MANAGEMENT Interest Based Negotiations (IBN) 2004
Session One - February 6, 2004

NOTE: THIS IS AN INFORMATION DISSEMINATION TOOL ONLY. THERE IS NO MECHANISM TO RESPOND THROUGH THIS MAILBOX. SRCEA MEMBERS AND AFFECTED MANAGERS ARE ENCOURAGED TO REFER QUESTIONS AND COMMENTS TO THEIR RESPECTIVE IBN REPRESENTATIVES.

IBN TEAM PARTICIPANTS:

Facilitator: Ricia Maxie, Organization Development Consultant - Human Resources

SRCEA Representatives:

President

Tony Alvernaz

Vice President

Donna Crowley

Technical Representatives

Sandy Mello - Laguna

John Sorensen - City Hall and Annex, Public Safety

Diane Lesko - MSC and Field

Support Services Representatives

Shirley Braddy - Public Safety

David Hanson - City Hall and Annex

Lorrie Abbott - MSC, Laguna, and Field

Professional Representative

Bette Smith

Management Representatives:

Fran Elm, Employee Relations Manager - Human Resources

Pam Edwards, Revenue Manager - Administrative Services

Colleen Ferguson, Supervising Engineer - Public Works

Bob Harder, Deputy Director - Utilities Engineering

Our agenda for this meeting was as follows:

CHECK IN - (an exercise that encourages participation by asking each meeting participant a series of questions)

CITY COUNCIL CLOSED SESSION REPORT BACK

Fran reported that she and Karen Walker, Human Resources Director, met with City Council in closed session on Tuesday, February 3, 2004. They discussed the anticipated contract issues including a COLA, sharing in the cost of health care, mandatory time off, layoff procedures, and 3% @ 60 payments. This was an informative discussion and Council members were not asked for any parameters at this meeting. They were reminded that SRCEA did not receive a COLA last year and that SRCEA did not ratify a contract. The Council received an overview of the status of the 04/05 budget. On February 17, 2004, they will be given a budget presentation regarding the cost of employee benefits.

CITY BUDGET

Jeff Kolin, City Manager, has asked all General Fund departments to prepare two budget proposals; one which maintains the 03/04 expenditure level while absorbing the increased costs for salaries, benefits, and supplies and another proposal which cuts that flat budget by an additional 10%.

If the elimination of employee positions is included in those budget proposals, Jeff has asked that department heads or their managers talk to any directly impacted employees. All employees were e-mailed a memorandum from the City Manager on February 3, 2004. In that memorandum, which is posted on the City's Outlook Bulletin Board, he explains that the initial proposals are "very tentative." There will be a great deal of discussion prior to any actual layoffs.

The SRCEA representatives requested that City management notify them of any layoff discussions with employees represented by SRCEA.

Fran will ask Jeff Kolin to come talk to the IBN team regarding the state of City finances.

HEALTH CARE COALITION

The Health Care Coalition, composed of representatives from all Miscellaneous City employee units, has not met since May 2003. Fran reported that the recently hired Risk Manager will take the lead in any future discussions. SEIU Unit 3, Maintenance, has a contract opener to discuss alternative methods of participating in the cost of their health care.

SRCEA representatives reported that they are not interested in discussing how employees can participate in the cost of health care at this time. Since SRCEA Units 4, 6, and 7 did not receive a COLA last year, and as of July 1, 2004 will be paying 4.92% of their salary for the negotiated 3% at 60 PERS retirement benefit, they do not believe that their members can afford to pay health care costs as well.

SRCEA representatives would participate in any discussions regarding the management of the three health plans offered by the City--Kaiser, City Plan, and Health Net.

IBN OVERVIEW/REVIEW

The group reviewed the interest based negotiations' (IBN) components of content, process, and relationship (CPR). There was agreement to continue utilizing the interest based process which is based upon looking out for the best interests of all parties when possible. Everyone agreed that when it comes to the discussion of money that process breaks down, and the discussion becomes much more positional.

GROUND RULES AND LOGISTICS

The IBN team developed a list of ground rules which will govern the negotiating process. The ground rules will be posted at each meeting. The rules include agreements regarding such issues as courtesy and behavior, caucusing, communication with constituents, confidentiality, logistics, and time frames.

The team will meet every Friday from 8:00 a.m. until 4:30 p.m. It was agreed that negotiations will be completed by May 14, 2003, if possible, with final contract language drafted by May 28, 2003. The contract would then be presented to SRCEA members for ratification and scheduled to go to City Council for final approval.

It was agreed that no new issues will be presented by either SRCEA or management after March 19, 2004 unless the whole team agrees to do so. All agreements will remain tentative until the whole package has been ratified

The group agreed that a quorum for decisions will include Fran plus two management representatives and a total of five SRCEA representatives including either Tony or Donna.

Pam agreed to coordinate typing the weekly meeting notes and distributing them to the team. Colleen and Donna will draft the weekly communique for team approval and then send it out to constituents.

NEXT AGENDA

The next IBN team meeting will be held on Friday, February 13th.

Check-in

Identify Issues

Discuss Question: How can we put up realistic options that could truly meet identified issues?

Discuss How to Handle Layoffs

Communique

Check-out