

SRCEA./MANAGEMENT Interest Based Negotiations (IBN) 2004
Session Eleven – May 7, 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.

ATTENDANCE:

Lorrie Abbott, Tony Alvernaz, Shirley Braddy, Donna Crowley, Pam Edwards, Colleen Ferguson, Fran Elm, David Hanson, Diane Lesko, Ricia Maxie, Sandy Mello, and Bette Smith

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

LAYOFF PROCEDURE DRAFT

Fran will send out a revised draft via e-mail for review before the next meeting on May 21, 2004. The group will then discuss the draft at that meeting.

ONE TIME SELECTION OF VISION & DENTAL INSURANCE FOR PERMANENT PART-TIME EMPLOYEES

Lynne Margolies, Risk Manager, attended the meeting to present proposed language which would allow permanent part-time employees to opt in or out of vision and dental insurance with a qualifying event.

The group discussed the language which would allow all employees to enroll in vision and dental programs for a minimum of two years at hiring, within 30 days of a qualifying event, or during open enrollment. A qualifying event is a change in partnership status; employment status of employee, spouse or partner; addition or deletion of a child; and when health insurance is ordered by court order.

Employees could drop vision and dental coverage because of a qualifying event or anytime after two years of continuous coverage.

Lynne will check with Delta Dental and VSP to make sure that their contracts will allow the proposed language to be implemented and report back at our next meeting on May 21, 2004.

EMPLOYEES TIME SAVINGS PLAN (TSP) LANGUAGE

The group reached a tentative agreement regarding the proposed revisions to the TSP policy. Proposed revisions included the following:

- Remove the stipulation that using TSP hours the day before or after a holiday would disqualify the holiday pay.
- Remove the requirement that if TSP hours are used on the first scheduled day of the month, insurance benefits will be paid by the employee.
- Add language that reads: *Authorization may vary by Department and/or by Division or Section within a Department to address staffing and workload situations.*
- Specify that TSP may not be approved if overtime is required to cover for the employee's absence.
- Require participants to renew enrollment in the program during open enrollment of each year which shall be in December. If re-enrollment is denied, any remaining balance of unused hours shall be paid off in the month of January.

PART TIME EMPLOYEE BENEFITS BASED UPON ACTUAL HOURS WORKED

Fran has requested a report which shows how many part time employees work hours in excess of their specified full time equivalency. She will report back at the May 21st meeting.

SRCEA COST PROPOSAL

The group continued their discussion regarding ways to address a compensation package for employees represented by SRCEA. Fran will discuss specific cost parameters with City Council in closed session on May 18, 2004 and report back at our next meeting on May 21, 2004.

9/80 WORK SCHEDULE

The group discussed SRCEA's proposal and the mechanics of how a 9/80 schedule would function. SRCEA representatives agreed to refine the proposal and present it at the May 21st meeting for further discussion.

NEXT AGENDA

The next IBN team meeting will be held on Friday, May 21, 2004. The proposed agenda includes the following:

Check-in
Layoff Policy and Procedures
One Time Selection of Vision & Dental Insurance for Permanent Part-Time Employees
Part time employees benefits based upon actual hours worked
SRCEA Cost Proposal
9/80 Work Schedule
Check-Out
Communique

CALENDAR OF FUTURE CONTRACT ISSUES

The updated calendar is as follows:

June 4, 2004

Additional Floating holiday
Increase maximum vacation accumulation
Maintenance of Benefits
COLA Formula
COLA Increase
Salary Studies
Parity with other units
Term of Agreement
Vacation Buyback
Mandatory Time Off/Furloughs in Lieu of Layoffs
Contract Retroactivity

June 11, 2004

Contracting Out
Retiree Health Care Stipend
Flexible Spending Account for Medical Expenses
Incorporate Side Letters and Amendments
Develop Contract Language