

**MINNESOTA SEX OFFENDER PROGRAM  
AFSCME LABOR/MANAGEMENT MEETING  
MOOSE LAKE – ADMIN CONFERENCE ROOM  
MAY 06, 2021  
1:30-2:30pm**

**MANAGEMENT AGENDA ITEMS:**

1. April 2021 Meeting Minutes- can post Employer's final version
2. Staffing update- 2 new employees in NEO next month
  - a. Setting up more, there is usually 2-4
  - b. Doing some rethinking
  - c. Tell family and friends about job openings if interested to apply
3. Security Counselor Lead Leveling Updates
  - a. Ongoing meetings with St. Peter, Moose Lake
  - b. Process identified- panel identified: 1 from each site, coming up with questions for interviews
  - c. Reasons stated for new process: employees concern for Bias, favoritism, employer would like to build supervisors from lead positions, Interview practice for employees,
  - d. learning and development course to be brought-kevin has asked of Ann
  - e. Not to be a one and done (employee to interview once and not try again)- to get score to increase for hiring can be a 12-18 month process
4. N-95 Fit Testing
  - a. Pre-meeting with Union
  - b. If open isolation again only, N95 to work there
  - c. Preparing for that possibility
  - d. If Delta has to open- employer figuring out how man will be needed
  - e. 28 needed to be fit-tested, least senior will be picked
  - f. Kevin/Justin will be meeting with them- check in with employees before posting that information
  - g. Certain # per rotation and shift
5. K-9 Search
  - a. Living units & staff areas done- no positive hits on anything
  - b. 2 K-9 dogs from DOC
6. Facility Audits: Moose Lake/St Peter- coming June 14-17 auditors
  - a. Policy audits
7. Regular Audits:
  - a. Events, scenarios, not waiting for complacency
    - i. Mask checks, perimeter check, Access, pat search- want to be transparent
8. AFSCME Meeting schedules
  - a. Check schedules timely, not day before notice to employer
  - b. Supplemental days- all day
9. Discussion Education- Transgender topic
  - a. Stay on trainings, staff figure out best process

**LABOR AGENDA ITEMS:**

1. Security Counselor Lead Leveling- oral reprimand preventing lead leveling- members to talk- TABLED
2. Legal calls on unit- email/calendar (Similar to agenda item 7)
  - a. Unit Directors will be talked to regarding
3. N95 mask fit test – least senior- (discussion above during employer’s agenda items)
4. N95 hospital requirements for staff to go into operating room with client
  - a. Linkert to talk to Boder about
  - b. Boder to follow up with Hospitals
  - c. Staff should NOT be put in position to argue with medical staff
  - d. Transport always in operating room- Linkert to talk with Boder also about
5. Increasing numbers of staff in sally port- Union request
  - a. Vargason stated no
  - b. Weekly de-mobile meetings happening
  - c. 15 minutes crossing of units during dining call outs
  - d. No escorts- park of the crossing of units also
6. Rubber door stop, door #2 instead of garbage can
  - a. Fire code doesn’t allow stopper on these doors
7. Client notification for lawyer calls/CAP hearings- staff are receiving emails about reminding clients of these calls at times 3 weeks in advance. Can notification be mailed to clients?- (similar to agenda item 2)