

## Meeting Minutes: Moose Lake AFSCME Labor/Management

Date: 03/03/2022  
Minutes prepared by: Jamie Bernhardt  
Location: Employee Development Room # 145; Microsoft Teams

### Attendance

- Jason Anderson, Sabrina Search, Art Miller, Eric Jacobson
- Terry Kneisel, Steve Sajdak, Cory Vargason, Heather Staff, Jamie Bernhardt, Sue Johnson

### Management:

- February Meeting Minutes: Correction to last month's meeting minutes regarding staff uniforms; staff was a Security Counselor, not a Kitchen Worker. Human Resources will update and resend.
- COVID Updates: Management is actively working with DCT Leadership to loosen restrictions inside the facility.
- Masks and Eye Protection: Mask and eye protection continues to be required and social distancing is strongly encouraged. DHS is following CDC standards for healthcare workers. The MDH seven day COVID tracker was referenced as a tool to gauge when the current mask and eye protection requirements will be lifted. There is no definitive timeline.
- Staffing Updates: There are six Security Counselors that are finishing training and one new Security Counselor starting at the next NEO. It has been observed that there is a down-tick in the number of applicants for Security Counselor vacancies.
- Local Hospital Coverage: Management stated that Concerns have been brought forth regarding single coverage for clients. Nursing staff have reported that the length of time and frequency that staff are away from clients at the local hospital is an issue. If staff need to be away from the client for a break they should contact the OD to ensure someone else is available to assist.

### Labor:

- Out-of-class Overtime: ODs are sending out-of-class overtime home before Security Counselors. AFSCME asked what the correct order should staff be to send staff home. Management will look into this.
- Recognition for working together for Annual Steward Meeting and New Steward Training: AFSCME thanked Human Resources for their assistance in scheduling union leave for the annual steward meeting and new steward training.
- Cameras: AFSCME stated that there have been recent camera issues. Management responded that these are mechanical issues with the encoder, however this does not affect the viewing of the cameras

in live mode and the video can still be retrieved for review if needed. The issue does not affect day to day operations. It just may take a different process to retrieve some of the recorded video.

Management stated that when there was a recent issue with an encoder in a dining hall camera that they switched to a spare as soon as they were aware of the issues.

- Scheduling: Terry asked Steve to coordinate a meeting between Steve, Justin, Labor and HR as was discussed at a previous Labor Management meeting. This meeting will allow for scheduling concerns to be brought forward and for brainstorming possible solutions to these concerns. Additional scheduling options may be discussed and suggestions for changes will be brought forward to Administration for review.
- AFSCME shared some upcoming dates:
  - AFSCME Spring Convention - May 20, 2022
  - AFSCME Fall Convention - September 29, 2022 to October 1, 2022

Date: Thursday, April 7, 2022

Time: 1:30 p.m.

Location: Employee Development Room 145 and Microsoft Teams

Agenda items: submit proposed agenda items to the local Human Resources representative (dhs.msop.hr@state.mn.us) no later than 4:30 p.m. Tuesday, April 5, 2022.