**MINNESOTA SEX OFFENDER PROGRAM**

**AFSCME LABOR/MANAGEMENT MEETING**

**St. Peter – HR Conference Room – Microsoft Teams**

**April 11th, 2024**

**12:00 p.m. – 2:00 p.m.**

Present: Jamie Schwartz; Lea Plonty; Tim Lokensgard; Bonnie Wold; Suzanne Kocurek; Michelle Sexe; Heather Coopman; Eric Hesse; Ryan Cates; Eric Manriquez; Scott Halvorson; April Forse; Paul Rodriguez; Steaed Doehring; Eric Christensen; Marie Hartman

**FOLLOW-UP ITEMS**

1. **Inverse Numbers – Operations & Health Services:**

Operations Total – 375 Hours

* 1st Watch Staff Inversed to 2nd Watch (52 Staff) For 211.5 Hours
* 2nd Watch Staff Inversed to 3rd Watch (31 Staff) For 108.25 Hours
* 3rd Watch Staff Inversed to 1st Watch (13 Staff) For 55.25 Hours
* Health Services SP – 0 Hours
* Health Services CPS – 0 Hours

1. **Overtime Numbers – Operations & Health Services:**

* Operations – 3735.5 Hours
* Health Services SP - 0 Hours
* Health Services CPS – 16.5 Hours

1. **Vacancy Rates:**

* AFSCME Overall: 16.8% **↓**
* Overall: 18.6% **↑**
* Security Counselor: 17.4% **↑**
* Security Counselor Lead: 17.2% **↑**

**Security Counselor Vacancy Rates by Watch:**

* 1st Watch: 8%
* 2nd Watch: 6%
* 3rd Watch: 16%

**4. 1st Watch Bumping:**

TL – We are still bumping. We have not posted since 2/26 there are 4 vacancies, 2 dead bids, and 2 staff trying to bid off. We will repost for volunteers.

**AFSCME AGENDA ITEMS**

1. **SCL Positions and Interest Bids:**

TL – When Security Counselor Lead positions go dead, we are going to try to promote staff from the Lead list. We may entertain an interest bid for a specialized area that may be hard to fill.

1. **Intermittent Part Time Positions:**

TL- We had some interest from the students at Mankato State, hopefully we will fill some of those positions. There were 20 SC interviews done at the recruitment event, with 11 potential new employees for MSOP that could start in May. On 4/27 there will be another recruitment event with Mankato Radio.

1. **CPS Staffing (OT/UP/Outings):**

CPS Utility Pool staff are being pulled into the perimeter while there are staff working OT at CPS.

MS – Gary addressed some issues with the AOS scheduling.

EC – Would like to know specifics when this happens and can investigate it closer.

MS – If staff are assigned a CPS Outing and have not been trained, they should tell the OD that they have not been trained. We will try to track this better.

1. **Inverse Refusals Allowed Per Contract – Tracking Procedure:**

Contractually -Notwithstanding the foregoing and excluding holidays, the Appointing Authority may accept an employee’s request to not work an assigned overtime shift once per fiscal year.

BW – The OD is tracking these.

1. **Discipline Based on Contract Language:**

Staff feel that it is a double standard when management violates the contract without repercussions, violating past practice of 20+ years. These types of things have a negative effect on staff morale. Maybe we can set up a meeting to discuss the types of things that decrease morale.

BW – We are open to a meeting.

EH – Will set up a meeting.

1. **AOS Scheduling 2 Days Out:**

PR – This process is still relatively new, if there are issues, let someone know in the moment and we will try to fix these things.

1. **WOOC AGS Investigating AFSCME Staff:**

Should someone in a WOOC AGS position be investigating an AFSCME staff?

BW – We have been doing this for a long time, Performance Management is part of that role.

MS – It depends on what type of investigation it is.

BW – We can have more discussion about this on our end.

**MANAGEMENT AGENDA ITEMS**

1. **Unit Consolidated Updates:**

MH – The week of the 26th P1N moved over to SH1E.

TL – Construction could start next week and optimistically be completed in 18 weeks.

We have a new process for COVID –

* + St. Peter's quarantine unit is closed due to construction in Pexton. Infection control and health services were consulted and the process for managing covid has changed with less space available for quarantine/isolation. Below are some highlights, for additional detail ask an OD, OS or AGS:
  + Client reports symptoms they'll remain in their room for testing,
  + If testing is completed and returns negative symptomatic client will remain in their room
  + If clients test returns positive, they will remain in room, per providers order on isolation.
* Roommate of negative symptomatic client:
  + Will be offered by Health Services to move to an open designated room per operations. If Roommate chooses not to move, they will be provided education of continued exposure risk,
  + Placement of Roommate of Positive Client:
  + Will be moved to an open designated room per operations.

Roommates of symptomatic clients may be placed in rooms together​.

1. **Additional Leads at CPS:**

PR – CPS will be adding 3 Security Counselor Leads in FY25.

2nd Watch Green Acres East

1st Watch Residential

Utility Pool Lead