**MINNESOTA SEX OFFENDER PROGRAM**

**AFSCME LABOR/MANAGEMENT MEETING**

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

**July 11th, 2024**

**12:00 p.m. – 2:00 p.m.**

**Present:**

Heather Coopman; Ryan Cates; Steaed Doehring; Eric Christensen; Troy Sherwood; Marvin Sullivan; Nick Weerts; Heidi Peura; Michelle Sexe; Bonnie Wold; Scott Halvorson; Nikki Boder; Lea Plonty; Jamie Schwartz; Eric Hesse; Suzanne Kocurek; Michelle Breamer

**FOLLOW-UP ITEMS**

1. **Vacancy Rates:**

* AFSCME Overall: 10.6% **↓**
* Overall: 15.4% **↓**
* Security Counselor: 11.4% **↓**
* Security Counselor Lead: 3.4% **↑**
* **Health Services SP – 2 CPS – 0**

**Security Counselor Vacancy Rates by Watch:**

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

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

Operations Total – 216.25 Hours

* 1st Watch Staff Inversed to 2nd Watch (35 Staff) For 102.5 Hours
* 2nd Watch Staff Inversed to 3rd Watch (19 Staff) For 52.25 Hours
* 3rd Watch Staff Inversed to 1st Watch (23 Staff) For 61.5 Hours
* Health Services SP – 0 Hours
* Health Services CPS – 0 Hours

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

* Operations – 2758 Hours
* Health Services SP – 20 Hours
* Health Services CPS – 12.5 Hours

1. **Construction (Perimeter) Update:**

**EC:**  The Pexton shower project is delayed due to supply chain issues. It is expected to be completed around November.

1. **South House Closure Update:**

**SH:** We are finalizing some things and will share an update in the next couple of days.

* Union leadership feels that this whole process has been done poorly, the staff deserve better, and union leadership deserves better.

1. **Intermittent/Student Workers/Part-Time Update:**

What is the plan for these intermittent positions? It doesn’t seem there is as much interest from the MSU students as anticipated.

**TS:** The MSU students will do their internships at different times. There was a lot of interest at the MSU job fair. We will continue to evaluate these.

**BW:** Another intermittent (Intern) starting in July.

**AFSCME AGENDA ITEMS**

1. **Cameras and Microphones for Perimeter Drop-Down Offices:**

Can we get cameras and microphones for the drop-down offices, for staff to use for meetings?

**TS:** We will look at getting these. It sounds manageable.

1. **Process for Holidays (OT/Bumped Off Staff):**

There were discrepancies recently in how this process was handled. Is management willing to agree to a consistent process for the future?

**BW:** We can discuss this.

1. **1st Watch Scheduling (Payroll/Holidays):**

There have been multiple issues with payroll recently (Holidays/Audits). We request that administration communicate with DCT leadership regarding how poorly it was handled. Staff felt the emails from HR were disrespectful in tone and the direction given did not follow contract. We ask that every member be made whole if they were shorted accruals or time.

**BW:** I know how stressful this has been for everyone involved. I wish we would have had better communication about this. We will ensure that everyone is made whole, and we are committed to resolving this as soon as possible.

**HP:** I fully understand everyone’s frustration regarding pay. There is a meeting scheduled for tomorrow to discuss how to code payroll for this pay period.

**MANAGEMENT AGENDA ITEMS**

1. **Additional Leads (CPS/Perimeter):**

**MS:** The budget for FY25 have been approved, and we will be posting the three CPS SC Lead positions soon.

The same applies for the perimeter.

1. **Additional Instructors for Job Coach Training:**

**TS:** We are working with staff development on the scheduling of classroom training. The goal is having training schedule 3 months out so both staff and trainers have better advanced notice. This should streamline the process and improve efficiency. During last quarter four additional Job Coach Instructors were added.

1. **MTT Go Live:**

**NB:** The MTT go-live date is Tuesday. Expect some delays in Health Services.