



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 121 AIR REFUELING WING (AMC) (ANG)
7370 MINUTEMAN WAY
RICKENBACKER AIR NATIONAL GUARD BASE OHIO**

14 January 2010

MEMORANDUM FOR 121 ARW

FROM: 121st ARW/LPC

SUBJECT: Local Partnership Committee (LPC) Meeting Minutes

1. Individuals present for the 13 January 2010 meeting:

Dan Gladman	Rick Clark
John Gibson	Leslie Miller
Joe Cook	Don Bateson
Mark Hoppes	John Schmitt
Bill Alford	Cassandra Seward
Tom Calhoun	Tom Botchie
Scribe – Connie Rogers	

2. Hand-outs:

- LPC Meeting Agenda
- CY 2010 Meeting Attendance Records
- Investigations and Fact Finding Policy - Draft

3. Agenda items included:

- LPC Recognition Award - Shafer
- LPC Training Requirements – Scheduled Training
- Work Schedule Survey and Policy Letter
- CBA Investigations and Fact Finding Policy – JPEC Policy Letter 08-06
- Old Business
- New Business

4. The Recognition Award for Greg Shafer is still in the works. Paperwork should be submitted by the next meeting. Open Item.

5. Training requirements for the year were discussed. There is an IBB class scheduled for 14 April. Anyone needing IBB training should contact Renee Frey to schedule. New member CJ Holloway is deployed, but should be available for the April class. Committee concurred to schedule John Murphy to instruct the *Seven Habits of Leadership* course. We will ask for the electronic version instead of the paper copy this time. Those taking the course before are

welcome to take it again, but they will not get the new training material. Also, should we to open this up to the base as well? There are others that would no doubt benefit from this. After a short discussion it was decided to try to schedule Murphy in July due to the UCI/LCAP inspections in May and June. Bill Alford will check to see if Murphy is available. Open Item.

6. There is a lot of dissatisfaction with the vending machines on base serviced by Sanese. Committee has asked for an update of the Sanese contract, but it has not been received. There are broken machines that are not being serviced and we have asked for a large range of items to be available, not just snacks, with no favorable response. They are not giving the service we expect. We are looking at the possibility of contracting a mobile catering service (roach coach) because they offer fresh items daily and a diverse menu. Unfortunately, the service would only be offered on the public side of the security fence, which may make it difficult for Maintenance and the Fire Dept to use the service. The MWR committee will be looking at other companies at their next meeting. This item was tabled until after the MWR committee meets to see what suggestions they may have. Open Item.

7. The work schedule data received from FM was reviewed. At first glance it appears there are enough people scheduled on the working Monday to be effective, although this data may be skewed because of it might not include technicians/AGRs that are deployed. We need a data set that assures we review work schedule data including AGRs. The initial data shows the alternate work schedules are being offered. The committee will gather more comprehensive data and readdress this issue. Findings and recommendations will be forwarded to 121 ARW/CC for actions. Open Item.

8. As a sidebar to the work schedule discussion, the need to have HRO set up a link to Wing Supplements to the supervisors' handbook was addressed. HRO is not being cooperative. Tom Botchie will look into this. Open Item.

9. The draft of the Investigations and Fact Finding policy was reviewed. The e-mail with the Weingarten rights for technicians and JPEC 08-06 was e-mailed to full time personnel. This was to make sure employees are aware they are entitled to union representation at fact finding meetings regardless if there's a possibility of disciplinary action or not. Management should be proactive in inviting union representation to fact finding meetings because it also protects them against false accusations. Discussion: The letter does not include safety investigations, but should in some instances (i.e., an employee punctures the skin of an aircraft with a forklift). Timely investigation is important, and *could* result in disciplinary action if the employee is found to be negligent. Unavailability of union representation should not delay a safety investigation. Alternate personnel should be listed in the investigation procedures to ensure a safety is timely. Changes were made to paragraph 2. Letter approved by vote. Closed Item.

10. The following were nominated as Management representatives to the LPC: Mark Miesse, Adam Hunt, Jim Pfaff and Ken Voris. After discussion, Mark Miesse was approved by vote. Paul Menzies was also nominated as a new bargaining unit member. No action taken on him at this time. Open Item.

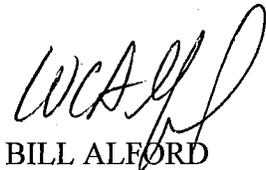
11. An amendment to the charter may need to be written to include procedures for selecting committee members. Now may be a good time to discuss adding AGR members to the LPC. They have a vested interest in the unit and would add another layer of membership. A LPC Charter and/or Business Practices amendment will be drafted for the next meeting. Open Item.

12. Approved moving the flex day on 1 March to accommodate specialized training 26 February through 1 March. Item will go to supervisors for input. Open item.

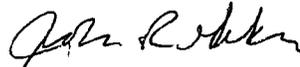
12. The next LPC meeting will be 3 February 2010, 1400 hrs, in the Wing Conference Room.

CONNIE S. ROGERS
Scribe

Approved as written



BILL ALFORD
LPC Co-Chair



JOHN GIBSON
LPC Co-Chair

