



Representative Minutes
December 11, 2018, 10 a.m.
City Hall 3rd Floor Conference Room

TSA Active Members

Mary Fowler, President
Donna Sullivan-Hancock, Vice-
President
Bruce Smith, Treasurer
Cathy Hollow, Trustee
Maja Aurora
Justin Bern
Barrett Brickner
Linda Cano
Bryan Cassens
Richard Dalton

Tara Ford
Cody Lowe
Cassandra Mac
Tina Sleeper
Wendy Springborn
Jonni Wolfe

Guest
Andrew Ching, City Manager

1. **Call to order** – Mary Fowler called the meeting to order at 10:03 a.m.
2. **Approval of the October meeting Minutes**
 - Donna moved to approve the minutes; Bruce seconded the motion. The motion carried 4 to 0.
Ayes: Mary, Donna, Bruce and Cathy.
Nays: None
3. **City Manager Updates, Andrew Ching – City Manager**
 - Andrew reminded the group to attend the holiday party from 10 a.m. to 2 p.m. in Library Program Room A on Wednesday.
 - Draft Reorganization of Public Works:
 - PW covers a large area and group of people.
 - Smaller departments are easier to manage.
 - A draft org chart is being circulated.
 - Engineering and Transportation – one department
 - Water, Solid Waste and Fleet – one department, they're enterprise funds
 - Parks Maintenance – moving to Community Services
 - Facilities might be moved as well
 - FTE neutral – not increase staff
 - Other changes may need to be made
 - PW was created for synergy – are we disbanding that?
 - Employee survey results indicated PW was too big.
 - They're still looking for input.
 - PW SOPs and policies will be reviewed.

- Supervisory discretion on:
 - Skill Based Pay
 - Discipline issues
 - Discretion based on guidelines
 - Rules are not black and white
 - Based on interpretation
 - What are we trying to accomplish with discipline?
 - Fear based model or
 - Create a better workplace?
 - Maybe review Personnel Rules or changes in MOU.
 - PW attendance policy
- Higher leadership and communication
 - Fewer layers
- Reorg give employees opportunity to voice concerns
- Safe Haven
 - TSA or UAFA rep
 - Everything should be documented
 - Supervisors are lacking support
 - Both sides aren't heard
 - Clear to work groups they have a safe place to go
 - Resolve at the lowest level. SOLVE toolbox
 - Accountability for false accusations
 - A safe work place is important for the good of all
 - City truly cares about employee relations
 - Other cities don't have this outlet

4. OPEB

- Mary outlined some of the options the city is researching to discuss with City Council.

5. Employee Survey

- Donna is reviewing to see what items the board may be able to relate to negotiations.

6. PW Attendance Policy

- Mary indicated that TSA had been invited to a meeting about the policy, but language and other concerns must be addressed before the employee groups will sign off.
- The group agreed that supervisors should be given the ability to have a conversation when attendance issues were negatively affecting the workgroup or service delivery.

7. Committee Reports

Diversity – No report

Deferred Compensation – No Report

Wellness:

- People do not like Provata's service delivery

Health Committee:

- People do not like Allegiance's service delivery.

Six-sided Partnership – No report

Labor Management :

- Mary reminded the group to send any ideas they have to the board.
- Bruce indicated that the MOU is only being opened for benefits, not wages.

8. Financial update – Bruce indicated that TSA now has 100 members, so our budget is strong.

9. Member Announcements/Future Agenda Items – Mary will try to get Ken to the next meeting to discuss OPEB.

4. Adjourn

- Meeting adjourned at 11:45 a.m.

The next meeting is scheduled for 10 a.m. on January 8, 2019 in the 3rd floor Conference Room of City Hall.

Submitted by: Michelle Fedor

Reviewed by: Mary Fowler

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