

FOR YOUR INFORMATION  
FROM OMAR M. GONZALEZ  
REGIONAL COORDINATOR

PACIFIC AREA OFFICE  
HUMAN RESOURCES



UNITED STATES  
POSTAL SERVICE

TO: Website

L.A. Local Local  
Long Beach Local

Are there any  
disputes over  
minutes/Issues?  
John

RECEIVED  
APWU

JAN 31 2008

WESTERN REGION  
COORDINATOR

## RECAP OF MINUTES FROM FOLLOW-UP MEETING ON ISC AND OTHER ISSUES AND CONCERNS

On January 16, 2008, the Pacific Area Manager, Operations Support, Drew Aliperto met with the Yolanda Elder, General President, Greater Los Angeles Local, Jesse Scroggins, President, Long Beach and other members of the two locals to address the issues and concerns raised at an earlier meeting on January 7, 2008. Western Regional Coordinator Omar Gonzalez had a prior commitment out of town and could not attend. Also present at the meeting were Manuel Botello, Manager, Human Resources, Virginia Tovar, Senior Plant Manager, Los Angeles and Linda Shumate, Area Complement Coordinator. The topics discussed and the information provided along with the identified deliverables and responsible parties are set forth below.

### Construction at Worldway – Asbestos

The contractors who are performing construction work at Worldway were in advance of the start of the project of the presence of asbestos. The required USPS safety videos were shown and management has confirmed that the work is being done in accordance with the prescribed OSHA and USPS protocols. However, a private firm, NATIONAL ECON, was contracted to verify that the facility is environmentally safe. A copy of their report summary is attached.

### Restroom Hygiene

The scope of work identified on the contract for construction and cleaning at Worldway includes a requirement for the intense cleaning of all restrooms and the replacement of fixtures in certain restrooms. Yolanda Elder verified that the contractors were already starting to work on the restrooms.

### Move Date

Drew conferred with the International Group on the ISC move and after discussion both parties agreed that the move date should be delayed or pushed back to allow for a more measured move that will minimize disruption to employees and ensure that they have sufficient time to make informed placement decisions as well as to allow for time to improve the physical work environment by super cleaning and upgrading the restrooms. The timeframe we are looking at is at least 60 days. At this time, the plan is to move the export product first and then follow with the import product.

### E-Reassign Process for ISC Employees

The ISC MOU was negotiated by the national parties and its application and intent can not be re-negotiated at the local or area level without the approval of the signatory parties. However, Linda will do some questions and answers to clarify the terms and process of the e-reassign provisions of the MOU to assist the employees at the ISC in making an informed placement decision.

### Operations Remaining at Worldway

A final decision has not been made on the operations that will remain at Worldway once the ISC relocates to the building. However, all of the small operations cited as being overlooked in the last staffing package were in fact identified and addressed. Drew will meet with Mike Nappi of the International Group and once a final decision is made on any work that will remain at the Worldway, he will put in it in writing. However, the work will remain under one union.

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## **Workload**

The plan is to increase the workload by bringing additional processing into the ISC once the move is completed. The relocation will result in the deployment of additional processing equipment which in turn will increase the ISC's processing capacity. Locating the ISC at the airport opens an opportunity to provide better service and grow the business. Additional staffing needs, if any, have not yet been quantified.

## **Equipment Moves**

The SPBS and FSM-1000 equipment will be handled by contractors. Yolanda Elder acknowledged that she had received Article 32 notification. The DBCS will be moved by Postal employees. Since the ISC maintenance staff is familiar with dismantling and assembling DBCS equipment, the initial thought was to have maintenance employees from the ISC do the move. Yolanda will get back to management on the equipment moves.

## **Maintenance Staffing**

The maintenance staffing requirements package for the ISC has been completed. Drew will review it and meet with Nancy Villegas on it. Once the review process has been completed, management will share the package with the union.

## **Transportation**

The ISC has scheduled transportation. If "yard jockeys" are needed MVO drivers will be used. However, Headquarters needs time to study the issue. Drew will keep the unions updated.

## **Cross Craft Assignments**

The Long Beach Postmaster will not be reassigning injured carriers to job offers in the clerk craft in the Long Beach stations. The available assignments will be used for the impacted clerk craft employees in the Southern basin.

## **HR Servicing of ISC**

The LA District will take back the servicing of the ISC. A specific date for the change over from Human Resources at the Santa Ana District to Human Resources at the LA District has yet to be determined and will be based on systems alignment with Shared Services.

## **LA Employees at the ISC**

There are seven (7) clerk craft employees that belong to the LA District Statistical Programs unit domiciled at the ISC. Four are on the LA finance number and three are on the ISC finance number. Management will meet with the two unions to resolve this situation and relocate the employees.

## **LOS ANGELES EXCESSING ISSUES**

### **Retirement List**

With the relocation of the work formerly performed by the LA personnel section to the HRSSC, LA no longer is positioned to generate a list of retirees as it did in the past. However, the Area Complement Coordinator was able to get the number of retirees by month for FY 2008 for each of the bid installations represented by the Greater Los Angeles Local from Data Keeper. The information was transferred to a spreadsheet and provided to the President, Greater Los Angeles Local via email attachment on Thursday, January 17, 2008. A copy of the spreadsheet that was provided to the union is attached.

### **Retirement Counseling Sessions for VER Eligibles**

Three sessions will be held. The first session is scheduled for Saturday, January 26, 2009. Copies of the announcement flyers were provided to the union. A letter was sent to each of the identified VER eligibles with a copy of the flyer informing them of the session.

### **NEXT MEETING AND DELIVERABLES**

In order to facilitate the flow of communication and eliminate the dissemination of bad information, regular meetings will be held. We are in the process of reconciling some scheduling issues and will advise you by separate notice of the date and time of the next meeting. In the interim, if you have questions and/or concerns that need to be addressed immediately, you may contact Manuel Botello at (858) 674-3180.

### **Deliverables**

Since the results of the Asbestos Survey Report Summary and the spreadsheet with the retiree numbers are attached, the remaining deliverables are:

<b>DELIVERABLE</b>	<b>RESPONSIBLE PARTY</b>
Maintenance Staffing for ISC	Drew Aliperto
Feedback on Equipment Moves	Yolanda Elder/Jesse Scroggins
Meeting with Union Re: Stat Prog Employees	Linda Shumate/ Manuel Botello
Time for Next Meeting	Drew Aliperto
Update n Transportation	Drew Aliperto
Update on Remaining Operations	Drew Aliperto
Questions on ISC MOU	Jesse Scroggins
Answers to Questions Submitted by the Union Regarding ISC MOU	Linda Shumate



January 29, 2008

**SUBJECT: MINUTES FROM FOLLOW-UP MEETING ON ISC**

Attached are the notes from the January 16, 2008 union/management meeting regarding the ISC and LAPDC issues. The next meeting will be scheduled with the union being notified in advance of the date. Should there be issues arise prior to the next meeting, they are to be referred to me.

If you have any questions, please contact me.

A handwritten signature in cursive script that reads "Manuel Botello".

**Manuel Botello**  
Manager, Human Resources

**cc: Michael J. Nappi, Executive Director Int'l Operations, Headquarters**  
**Nancy A. Villegas, Operations Performance Analyst, Headquarters**  
**John W. Holden, Director Int'l Processing & Service Performance, Headquarters**  
**Larry J. Belair, Area Manager In-Plant Support**  
**Drew T. Aliperto, Area Manager Operations Support**  
**Virginia Tovar, Senior Plant Manager, Los Angeles**  
**Kathryn J. Robinson, Manager Human Resources Los Angeles**  
**Yolanda Elder, General President, American Postal Workers Union**  
**Omar Gonzales, Regional Coordinator, American Postal Workers Union**