

**ARTICLE 19
LABOR/MANAGEMENT MEETINGS**

Section A. Purpose.

Labor/Management meetings shall be for the purpose of maintaining communications in order to cooperatively discuss and resolve problems of mutual concern to the parties.

Items to be included on the agenda for such meetings are to be submitted at least seven (7) calendar days in advance of the scheduled meeting dates. Agenda items shall be described in sufficient detail to enable both parties to be prepared to discuss the item. No items may be added to the agenda after the agenda is established unless the agenda items are communicated to the other party at least one (1) business day prior to the meeting, except by mutual agreement. Unspecific items such as, but not limited to, miscellaneous or other shall not be appropriate agenda items. Information which either party agrees to provide as a result of a request made during a Labor/Management meeting, shall be provided at least seven calendar days in advance of the next scheduled Labor/Management meeting.

Appropriate subjects for the agenda are:

1. Administration of the Agreement.
2. General information of interest to the parties.
3. Expression of employees' views or suggestions on subjects of interest to employees of the Representation Units covered by this Agreement.
4. Recommendations of the Health and Safety Committee on matters relating to employees of Representation Units covered by this Agreement.
5. Items agreed to in other Articles of this Contract.

ARTICLE 19, Section A

The parties have discussed ways to improve the labor/management meeting process, including the timely completion of discussions on all agenda items. The parties agree that it is the intent of this Article that Labor/ Management meetings not end prior to the scheduled and agreed upon meeting time, except where unanticipated and unforeseeable emergency circumstances arise.

Department or Agency Representatives will make a good faith effort to notify the designated Union Representative, which under normal circumstances will be thirty (30) calendar days, of administrative changes intended by the Employer, which may significantly affect employees covered by this Agreement and to meet with the Union, upon the Union's request, concerning such change. Failure of the Employer to provide such information shall not prevent the Employer from making such changes, however, such changes shall be proper subjects for future Labor/Management meetings. Such meetings shall not be considered or used for negotiations, nor shall they be considered or used for a substitute for the grievance procedure.

Section B. Representation.

The Union shall designate its Representatives to such meetings in accordance with this Section. The number of the Union Representatives to participate in such meetings at the departmental level shall be determined through secondary negotiations.

It is the intent of the parties to minimize time lost from work. Therefore, Labor/Management meetings shall be established to cover the concerns of employees in Units exclusively represented by the UAW.

ARTICLE 19, Section C

Section C. Scheduling.

Departmental-level Labor/Management meetings shall be scheduled upon request of either party, but not more frequently than on a monthly basis or twelve (12) times per year, except as may be mutually agreed on a case-by-case basis. Where no items are placed on the agenda at least seven (7) calendar days in advance of scheduled meetings, such meetings need not be held.

The scheduling of meetings at the Agency or Facility level shall be determined in secondary negotiations.

Section D. Pay Status of the Union Representatives.

Up to the limit established in secondary negotiations the Union Representatives to Labor/Management meetings shall be permitted time off from scheduled work without loss of pay for necessary travel, preparation and attendance at such meetings. In the event such meetings or activities are held on an employee's workday at other than the employee's scheduled work time, for purposes of pay only, properly designated Union Representatives shall be permitted an equivalent amount of time off from scheduled work on their upcoming or previous shift or by mutual agreement on another day in the pay period. The issue of administrative leave necessitated by travel for the attendance at Labor/Management meetings and for preparation for the meetings shall be a proper subject of secondary negotiations. Overtime and travel expenses are not authorized.

Section E. State Employer.

As may be mutually agreed, the State Employer may meet with representatives of the Union. Discussions at these meetings shall include, but not be limited to, administration of this Agreement. See Letter of Understanding.