

ARTICLE 20 UNION-MANAGEMENT COUNCIL

The parties agree to establish a Union-Management Council composed of members to be designated by the Union and the Office of the State Employer. Composition of the Council shall consist of up to ten (10) members designated by the Union and up to ten (10) members designated by the Office of the State Employer. This Council shall meet at agreed times and places, but at least quarterly to examine and attempt to resolve issues of interdepartmental impact and/or statewide concerns. The Union-Management Council shall meet on the fourth Wednesday of February, May, August and November of each year unless mutually agreed otherwise.

Proposed agenda items will be exchanged by the parties at least fourteen (14) calendar days in advance of a scheduled meeting. Agenda items shall be described in sufficient detail to enable both parties to be prepared to discuss the item. Unspecific items such as, but not limited to, miscellaneous or other shall not be appropriate agenda items. The parties shall mutually agree on the agenda however, upon the request of either party, the underlying issue of a grievance affecting more than one (1) Bargaining Unit employee shall be included on the agenda and discussed at the Union-Management Council. The merits of the grievance shall not be discussed. Each party shall send the agreed upon agenda to its representatives at least seven (7) calendar days in advance of the meeting. 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.

The parties have discussed subjects which might be dealt with by the Union-Management Council. One such area of interest relates to class specifications for Bargaining Unit positions.

The parties recognize that classification and selection are the Constitutional responsibility of the Civil Service Commission.

The parties agree that the Union-Management Council may review current and future class specifications for positions in these Bargaining Units. Such review will include the description of duties and minimum qualifications as they relate to the performance of job responsibilities.

The Council will also be authorized to examine other methods of encouraging the retention of a stable work force in the classified service by encouraging promotion from within the existing work force.

The findings of the Council relating to those areas under the Constitutional authority of the Civil Service Commission may be jointly submitted to the Civil Service Commission.

Expenses of the Council. Employee members will be granted administrative leave for attendance at Council 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. Operating expenses such as clerical work, copying and distribution of materials will be borne by the Employer. Other costs, such as consultants, shall be shared equally unless otherwise agreed and not be incurred without mutual consent.