



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Institution

Littleton, CO 80123

January 23, 2008

MEMORANDUM FOR BLAKE R. DAVIS, WARDEN

FROM: LMR Officials
FCI Englewood

SUBJECT: **LMR Meeting - January 23, 2008**

The monthly Labor Management Relations meeting was conducted on January 23, 2008 at 12:30 p.m. in the Associate Warden's Conference Room. The following individuals were in attendance:

Management

Joel Ziegler, AW (P)
R. Hodak, Captain
Sarah Ulrich, ESD

AFGE Local #709

Tamera Williams, Vice President
Aide Spade, Treasurer
Becky Rae, Steward
Dave Swain, Steward

Old Business:

UNION Issues

1. Portal to Portal Officers working 8's:

U They can't possibly get from the front grill to the unit exactly on time. So either some officers are working overtime or some are late for their posts. Powerhouse, can't possibly get from the front grill to the powerhouse and vice-versa.

M Unit officers are not required to stop at the key line therefore they can get to the posts on time.

U What about the officers that do have to go through the key line?

This item is tabled pending further research.

-Update 11-30-06

This item is tabled pending further research.

LMR Meeting Minutes

January 23, 2008

Page 2

-Update 02-14-07

This item is tabled pending further research.

-Update 05-09-07

This item is tabled pending further research.

-Update 07-11-07

This item is tabled pending further research.

-Update 09-19-07

This item is tabled pending further research.

-Update 11-07-07

M New post orders are being written to further clarify current ones.

This item is tabled pending further research.

-Update 01-23-08

This item is tabled pending further research.

2. Air Conditioning (Education Offices)-

U Need to have units installed in these areas.

M Business office has been taken care of. Facilities will purchase and install wall unit for Camp secretary. Other areas will be looked at to determine best a/c options and funds involved.

This item is tabled pending further investigation by the facilities department.

-Update 09-19-07

M Wall unit installed in Camp Secretary office.

U There was no AC this summer and now with the colder months approaching, the heat will make education staff offices extremely hot. Units still need to be installed in Education staff offices and classrooms. Front door should stay open in between moves to help with temperature relief.

M Offices will be assessed and steam pipes will be insulated that run through the area. Front door can remain open/facilities will build additional open grill to be installed after Lockshop advises on door/lock requirements.

This item is tabled pending work to be completed by facilities.

LMR Meeting Minutes

January 23, 2008

Page 3

-Update 11-07-07

M AC installation is currently in progress.

-Update 01-23-08

Installation is complete. This item is closed.

3. Staff Bathroom for Rec. Complex-

U Want a bathroom installed in recreation department currently there are no facilities available to staff.

This item is tabled pending further investigation by the facilities department.

-Update 09-19-07

This item is tabled pending further investigation by the facilities department.

-Update 11-07-07

M Bathroom installation is currently in progress & should be complete by next meeting.

-Update 01-23-08

Installation is complete. This item is closed.

4. Food Service being moved to the FDC-

U With Food Service being moved to the FDC what are the plans for abating mold?

M Facilities will abate within two months of move.

This item has been tabled pending movement of Food Service.

-Update 09-19-07

This item has been tabled pending movement of Food Service.

-Update 11-07-07

This item has been tabled pending movement of Food Service.

-Update 01-23-08

This item has been tabled pending movement of Food Service.

Management Issues:

1. Identify TAD positions

This item tabled pending further research.

-Update 01-23-08

Position identified Control #2 Evening Watch and Day Watch. This item is closed.

New Business

Union Issues:

1. T&A changes/staff not receiving notification-

U Staff need to receive notifications if changes are made to their T&As.

M Timekeyers instructed to notify staff.

This item is closed.

2. Chapel breaker panel/staff do not have access-

U Staff cannot access mechanical room outside of the Chapel to re-set the breaker if necessary.

M Security work request will be submitted to put key on the Volunteer Coordinator and Psychology staff key rings.

This item is closed.

3. Tool room hours-

U Facilities having to cover for tool room since they close at 2:30 p.m.

M Tool Room hours will be adjusted to 6:30- 3:00 p.m.

This item is closed.

4. Heater for staff working at the outside freezer-

U Heater needed for staff working this area.

M Heater is being ordered.

This item is closed.

LMR Meeting Minutes

January 23, 2008

Page 5

5. ART Non-Custody staff coverage

U Issues with UNICOR, Food Service, and ISM staff not providing coverage during ART.

M Staff are not able to cover due to various reasons. Will look into roster to see if additional staff can provide coverage from these areas.

This item is closed.

6. A/B #2 being added for FDC E/W and D/W-

U An additional staff member is need to assist with A/B Corridor duties.

M Sick and Annual staff will be assigned to fill these positions as needed.

This item is tabled pending implementation.

7. Want approval for Union members to use their travel card when attending union caucus and conventions-

M Is in agreement- requested union submit a memo for appropriate signatures.

This item is closed.

Management Issues:

N/A

The next LMR meeting will take place on Wednesday, March 5, 2008, at 12:30 p.m., with the agenda exchange Wednesday, February 27, 2008.

Joel Ziegler, LMR Chairman

Rob Neal, AFGE Local 709

***U*- UNION**

***M*- MANAGEMENT**