

**LMR MEETING MINUTES**  
**FCI MENDOTA**  
**July 6, 2017**  
**(For June 2017)**

An LMR Meeting was conducted in the Training Center, at 9:00 a.m., on Thursday, July 6, 2017, with the following staff in attendance:

D. Gonzales Jr., Associate Warden/Acting LMR Chair  
R. Gilliam, Acting Associate Warden  
P. Omelson, Captain  
K. Nicholls, HRM  
R. Conger, Union President, Local 1237  
S. Gardea, Vice President, Local 1237  
N. Osegueda, Treasurer, Local 1237  
P. Millan, Steward, Local 1237

**OLD BUSINESS**

**1. Education is establishing procedures to fairly and equitably distribute collateral duties.**

**Response:** Mr. Tesone, SOE, will put out an email to all education staff requesting feedback on their interest in the additional education duties (i.e., Literacy Coordinator, Parenting, ACE, etc.). Mr. Tesone will compile a list of the staff feedback for two quarters to be reviewed at the appropriately scheduled LMR meeting.

**Update 4/17/2017:** Tabled until next LMR meeting, to review GED testing/procedures.

**Update 7/6/2017:** Tabled until next LMR meeting.

**2. Education is establishing procedures for staff to bid for days off and late night separately by seniority.**

**Response:** Starting this quarter the education department will bid for days off and late night separately by seniority. This will be reviewed prior to the next quarter bidding to ensure viability.

**Update 4/19/2017:** Tabled for review prior to next quarter bidding (June LMR). Reviewed and changes are acceptable. Elected to remove from agenda 7/6/2017.

  
7/6/17



**3. Establishing a solid time table or appointment for negotiating all issues the Union has brought to Management or Invoked to Negotiate.**

**Response:** Union will review current invocations to provide counter proposals to management as needed. Updates will be provided by management and union for the March LMR meeting.

**Update 4/19/2017:** Tabled until next LMR meeting.

**Update 7/6/2017:** Tabled until next LMR meeting.

**4. Management will look at any issues with post relief overlapping times.**

**Response:** Management addressed a concern of staff being hindered due to the observation of inmates during their route to assume their post at 6:00 a.m. Observation for the 6:00 a.m. key line and staff movement to their assigned post was observed on March 14th, 16th, and 17th. The staff that started their post at the Control Center all appeared to be on time to Control. The Custody staff were not hindered at Control due to their starting time beginning at their assigned unit/post. They were not impeded and went directly to their assigned unit/post. Also, there were no inmates on the compound during the observation period due to mainline does not begin until 6:45 a.m.

Management will continue to work with the Local keeping Partnership in mind. We will address any issues that arise to include Portal Issues. Currently, management does not see any Portal issues.

Management will discuss during Department Head meetings the compensation of staff, if for any reason, they need to remain past their assigned shift time or arrive prior to their assigned shift time.

The Union stated that staff are exceeding their assigned duty hours on a daily basis because staff time does not begin at assigned duty/post, but at first possible contact with inmates or where due diligence begins.

**Update 7/6/2017:** Management and Union stand by their position. Item will be removed from the agenda.



Handwritten signatures and date: 7/6/17

**NEW BUSINESS**

5. It has come to the attention of the Union that, in regards to packages passing through the rear gate, new procedures have been implemented. Procedures involving the Lieutenants searching all outside packages. The Union would like clarification.

**Response:** Lieutenants are providing training to the staff. Captain will continue to direct Lieutenants to provide guidance on policy and procedures on searching all packages as needed to the assigned rear gate staff member. Item clarified and removed from the agenda.

6. It has come to the attention of the Union, a Lieutenant informed the Rear Gate officer, in a reprimanding demeanor, in front of other staff at the Control Center, he should be at his post at the Rear Gate at 7:00 am rather than at the key line like he was. The Union disagrees with this and would like clarification.

**Response:** Issue has been addressed with Lieutenants. Management and Union agree to remove item from the agenda.

7. In regards to the Facilities department, the Union would like clarification as to whether there is 4 General Maintenance (GM) posts inside and 1 GM camp post or if there is 3 GM posts inside and 2 GM posts outside. The Union wants the Facilities Department to start quarterly bidding for these posts and for days off and schedules. The Union would like to see the bidding roster that will be distributed within the department for completeness and clarity. The Union would also like the Facilities Dept. to start an overtime roster that tracks overtime offers and overtime accepted or declined to include issue worked on to clarify who was qualified for the offer, that is made readily available to all staff in the department.

**Response:** Tabled until next LMR meeting. Unless negotiated prior.

  
7/1/17



10:45 A.M. Management and Union caucused for 10 minutes.

8. [REDACTED]

Response: [REDACTED]

9. The Union would like notification/clarification on any planned changes to bargaining staff keychains, meaning any keys removed or added. The Union is hearing of changes and may need to negotiate procedures and implementations involved in the change.

Response: The Union would like to be notified prior to implementation of any key changes. Item removed from the agenda.

10. The Union would like to discuss the proposed schedule change in Food Service and whether or not any of the 3 unfilled Cook Foreman positions have been formally petitioned for and if so where in the process they are. If these positions have not been formally petitioned for, please give the positions that have been and why they are more important to fill, such as the effect to those departments and changes that have, or are going to have, to be made to continue the affective functioning of the department.

Response: The proposed schedule for Food Service will be reviewed by the local. Any issues will be brought to Management for review. Food Service schedules will remain as is.

11. It has come to the attention of the Union that all Post Orders in the G drive are dated 4/1/17. The Union has received no

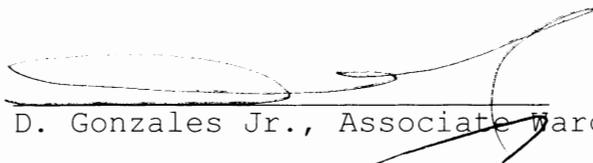
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notification of proposed changes to any Post Orders for Union review, with the exception of Food Service Post Orders, during this Presidents tenure. The Union would like a copy of the previous version of the Post Orders, which would have to date to before this Presidents tenure, to compare for changes and be given the time to review such a large number of Post Orders.

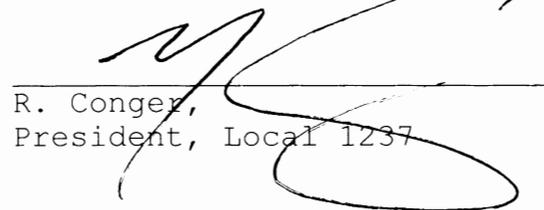
**Response:** Management will provide notification of proposed changes in post orders for the Union's thirty day (30) review for I&I issues. The local will contact the Administrative Lieutenant to make arrangements for review of past post orders.

The meeting was adjourned at 11:30 a.m.

LMR Chairperson:  
(Acting)

  
D. Gonzales Jr., Associate Warden

Union President:

  
R. Conger,  
President, Local 1237