

# LOCAL 305 MIDATLANTIC MAIL HANDLERS

District of Columbia • Maryland • North Carolina • Virginia • West Virginia

**Kenneth A. Hayes, President • Dunleigh Y. Cardin, Treasurer** • 4907 Fitzhugh Ave., Suite 100 • Richmond, VA 23230-3533



Charles Manago  
Vice President

Derrick Carr  
Recording Secretary

Mary Naylor  
Washington, DC

Ed Evans  
Maryland

Michael Lawrence  
North Carolina

Teresa Harmon  
Virginia

Kevin Fletcher  
West Virginia



## OFFICIAL MINUTES

The Executive Board Meeting  
National Postal Mail Handlers Union – Local 305  
4907 Fitzhugh Avenue, Suite #100  
Richmond, Virginia 23230-3533  
November 28, 2011

### In attendance:

**Kenneth Hayes-Local President**

**Charles Manago-Vice President**

**Yam Cardin-Treasurer**

**Derrick Carr-Recording Secretary**

**Mary Naylor-District of Columbia State Executive Board Member**

**Ed Evans-Maryland State Executive Board Member**

**Michael Lawrence-North Carolina State Executive Board Member**

**Teresa Harmon-Virginia State Executive Board Member**

**Kevin Fletcher-West Virginia State Executive Board Member**

### Opening of the Executive Board Meeting:

The meeting of the Executive Board of Local 305 was called to order by President Kenneth Hayes called the meeting to order at 10:25 A.M. Recording Secretary Carr did the invocation and recorded the roll call. All members were present.

### National Convention:

President Hayes discussed the responsibilities of the Executive Board and the Council in preparation for the National Postal Mail Handlers Convention to be held August 6-11, 2012 in Portland, OR. Concerning the Convention, he made note of the following:

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- The dates of the Convention including two travel days are from August 5-12, 2012.
  - Three (3) Judges of Election are required, but we will utilize five (5).
  - The responsibilities of the Judges of Elections were discussed.
  - There was a lengthy discussion concerning loss time and other expenses associated with sending delegates to the Convention and the affect it will have on the number of delegates the Local can reasonably send. Per the language in the National and Local Constitution, the Local President automatically serves as a delegate at the National Convention.
  - It was also determined that the delegates will be required to secure travel arrangements at least 30 days in advance which would possibly provide the least expensive rate for travel.
  - Alternate delegates will be selected from those members nominated having the most votes after the original delegates.
1. President Hayes made a motion to nominate Greg Cocke to serve as the Chief Judge because of his experience in serving as a judge in previous elections. The motion, seconded by MDSEBM Evans, passed unanimously. Brother Cocke will serve as the Chief Judge for the elections for delegates to attend the 2012 National Convention.
  2. After a brief discussion about the process of selecting union members to serve in the position of Judges of Election, Recording Secretary Carr moved to accept the following four members, nominated by the members of the Board, to serve as Judges of Election for the 2012 National Convention: Dwight Burnside, Amber Slater, Dimitria Sprately, and Mike Melton. Vice President Manago made a second to the motion which passed unanimously.
  3. President Hayes stated that it would be appropriate for the Board to consider the nominations of Treasurer Cardin and Recording Secretary Carr for the next election to make the process more inclusive of all members as suggested by Recording Secretary Carr.
  4. After discussion the Board agreed that the Local will not provide lost time for the delegates; however, reasonable cost for attendance will be covered. The per diem associated with attendance to the convention will be raised to \$66.00 per day due to the location of the convention.

**Review of the Minutes:**

**Motion:** The minutes from the September 16, 2011 Board meeting were distributed for review. MDSEBM Evans moved to accept the minutes with the following corrections and/or additions: *Page 4 of 5, number 4, under the General Discussion section, second line, separate the word "maybe" to "may be"*. The motion was seconded by NCSEBM Lawrence. Motion carried by majority.

### **Area Mail Processing (AMP) and Consolidation Studies:**

There was a lengthy discussion about the various changes, processing, and consolidation efforts of the Postal Service; emphasizing that several Mail Handlers have already been excessed from their facility. President Hayes gave an update on the following facilities affected:

- Nine (9) Mail Handlers excessed from Bristol, VA to Johnson City, TN which is outside Local 305's jurisdiction;
- Nine (9) Mail Handlers were excessed from Lynchburg, VA to Roanoke, VA;
- All Mail Handlers from Huntington, WV were excessed to Charleston, WV when the facility closed;
- JCTM (District of Columbia) had sixty-one (61) Mail Handlers excessed to various facilities; however, the Postal Service has agreed through a settlement with Local 305 that twenty-eight (28) of those Mail Handlers will be returned no later than December 31, 2011;
- All but two (2) Mail Handlers were excessed from Frederick, MD to either Harrisburg, Pa (Outside of Local 305's jurisdiction), Baltimore, MD P&DC, or Baltimore IMF;
- There were two (2) Mail Handlers returned to Waldorf, MD from the previous excess they encountered; President Hayes stated that the Union will fight any attempt to excess any additional Mail Handlers from Waldorf, MD without the Postal Service conducting further studies. Nor is it acceptable for management to conduct an excess just because an office has been changed to a customer service facility;
- AMP studies are being conducted at Roanoke, VA, and Lynchburg, VA; management is looking to close Hickory, NC and sending the mail to be processed at either Greensboro, NC or Charlotte, NC;
- Southern, MD and Dulles, VA received excessing notices but nothing has been done to either facility in the last year; the excessing was successfully halted due to the lack of proper notification.

The Board continued discussions concerning the various Postal Offices being considered to undergo an AMP study as indicated on the impact list that was previously mailed to the Council. The number of Mail Handlers in the Local has decreased as a result of excessing and the possibility of losing more Mail Handlers after the completion of additional studies is very real. President Hayes stated that Mail Handlers cannot be given priority consideration for reassignment until the facility the employee is transferring from has been identified as a facility for excessing, at which time they will be given priority for reassignment if the gaining facility is accepting transfers. However, as stated in previous meetings Mail Handlers will have to resubmit a reassignment request if their previous request was submitted prior to the facility becoming an impacted building.

After further discussion concerning the differences between the Memorandum of Understanding for Transferring and the Memorandum of Understanding (MOU) for Excessing, the Board recessed at 12:40 PM for a break and to prepare for the Council's

teleconference (See Council Teleconference minutes for the same day). The Executive Board meeting resumed at 1:20 PM.

**National Convention (Continued):**

**MOTION 1:** After some discussion about the number of delegates the Council approved to send to the convention and the cost associated with it, President Hayes moved to spend approximately \$60,000 - \$70,000 for the National Convention to cover per diem, travel, lodging, and other incidentals for the twenty (20) delegates attending. The motion was seconded by NCSEBM Lawrence and carried unanimously.

**MOTION 2:** MDSBM Evans moved to have the Local provide \$66 per day for the National Convention in Portland, OR for the eight (8) days of expenses to cover meals and incidentals to be paid in advance. The motion was seconded by Vice President Manago and carried unanimously. After further discussion the motion was amended and accepted to include that the Local will not pay loss time for the convention; the delegates will have to use annual leave or leave without pay.

**Health Care Plan:**

Representatives were sent to the annual health fair seminar in Denver, CO this past October. There were some changes made to the health plan that may attract more people to the plan. The following changes were noted: a change to the treatment of patients using Medicare, increased dental care, better prescription coverage, and lower premiums. Last year we received approximately \$1.2 million from the Health Care Plan.

**General Discussion:**

1. The next Board and Council meetings are tentatively scheduled for the first week in March 2012.
2. **MOTION:** Treasurer Cardin moved to have a membership drive and give \$25 to any member who recruits a nonmember to join the Union. The motion was second by WVSEBM Fletcher and after a lengthy discussion of other ways to recruit nonmembers the motion passed by majority vote.

**Contract Administration Department (CAD):**

WVSEBM Fletcher, who is also responsible for the Contract Administration Department discussed the following:

- The arbitration docket and our overall ability to get grievances to arbitration in a timely fashion after a step 3 decision;
- Branch President Greg Hooker out of Baltimore, MD is a new advocate who is doing a great job and has already heard two cases. There are other advocates in training as well waiting to try their first case. WVSEBM Fletcher stated that other advocates are being developed;

- The scheduling of grievances since the transition of both the Union and the Postal Service moving their step 3 operations to Washington, DC;
- National contract talks have been extend;
- The major issues being dealt with are article 12 issues dealing with excessing, AMP Studies, and Consolidating of buildings
- President Hayes will be attending a meeting at the National office on Thursday, December 1, 2011. This is a contract meeting and President Hayes will provide as much information to the field as allowed by the National office.

### **New Business**

1. Branch President Theresia Moberg of Greensboro, NC will be retiring her position at the end of year 2011; and due to excessing, Branch President Wes Cooper of Bristol, VA, along with the other Mail Handlers from that facility have moved to Johnson City, TN. Neither one of them will be at the next Council meeting so we want to thank them both for their years of service and dedication as representatives to the Union.
2. MDSEBM Evans requested that the Local would send information to the field concerning the Union's position on scanning mail. It has been determined that scanning mail has not been designated for any particular craft and management can require both the Mail Handlers and clerks to perform the task of scanning just like there is no particular craft designated to handle express mail. WVSEBM Fletcher will forward some information to the field concerning the matter.
3. Brief discussion on the recent NPMHU and APWU commercial in support of HR1351 which we deem as being beneficial to the Postal Service and the Unions.
4. As a response to some of the questions presented from the field, President Hayes reiterated the reality that overall, excessing can not be stopped because it is contractually available to them; however, it is the Union's responsibility to ensure that it is done correctly.
5. There was a brief discussion about the excessing at the delivery or carrier stations and the argument of having 4 or more continuous hours of Mail Handler work at the station.

### **Financial Report:**

1. The Board reviewed and discussed the Balance Sheet as of October 31, 2011 and the Profit/Loss report for FY 2010 – FY 2011 up to the month of October. After a lengthy discussion on the financial statements; the changes from the previous year taxes and expenses; and the expenditures from the QWL Conference NCSEBM Lawrence moved to accept the financial report as given and it was seconded by President Hayes. Motion passed unanimously.

### **New Business (Continued)**

President Hayes thanked DCSEBM Naylor for her participation in coordinating the memorial service at JCTM for the two postal employees that died by the anthrax attacks

in 2001. Also, Sister Naylor announced that after 43 years and 10 months of being employed at the Postal Service she will be retiring at the end of this year; so on behalf of the entire Local 305 community, the Board would like to give a heart-felt thanks and extend our best wishes to Sister Naylor for her tireless efforts and years of dedicated service to the members of Local 305. She will be greatly missed.

Being no further business MDSEBM Evans made a motion to adjourn the meeting, which was properly seconded by NCSEBM Lawrence. Motion passed unanimously. Meeting adjourned at 2:45 PM

Fraternally yours,

A handwritten signature in black ink, appearing to read 'Derrick Carr', with a long horizontal flourish extending to the right.

Derrick Carr  
Recording Secretary