



# *National Postal Mail Handlers Union-Local 305*

4907 Fitzhugh Avenue, Suite 100  
Richmond, VA 23230-3533

*Felandria A. Jackson, President*

*Leslie Hamlett, Treasurer*

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LaFon Murray <i>Vice President</i>	Dwight Burnside <i>Recording Secretary</i>	Cynthia Brown <i>North Carolina</i>	Mike Perry <i>Maryland</i>	Demetria Spratley <i>Washington, DC</i>	Richard Mason <i>Virginia</i>	Timothy Powers <i>West Virginia</i>
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## ***OFFICIAL MINUTES Executive Board Meeting***

***JULY 27, 2021***

**In Attendance:**

<b>Felandria Jackson -</b>	<b>Local President</b>
<b>Lafon Murray -</b>	<b>Vice President</b>
<b>Leslie Hamlett -</b>	<b>Treasurer</b>
<b>Dwight Burnside -</b>	<b>Recording Secretary</b>
<b>Cynthia Brown -</b>	<b>NCSEBM</b>
<b>Richard Mason -</b>	<b>VASEBM</b>
<b>Tim Powers -</b>	<b>WVSEBM</b>
<b>Demetria Spratley -</b>	<b>DCSEBM</b>
<b>Mike Perry -</b>	<b>MDSEBM</b>

The Executive Board Meeting for NPMHU Local 305 was called to order by President Jackson at 10:04 AM and the roll-call was conducted by Recording Secretary Burnside.



**REVIEW OF MINUTES:** The Local 305 Executive Board Meeting Minutes from June 10, 2021 & June 28-29, 2021, were provided for review and discussion. As a result of those discussions the following motions were made:

**Motion:** WVSEBM Tim Powers moved to accept the June 10, 2021 Minutes with the following changes: the June 10, 2021 Minutes will reflect that the Executive Board also considered Scholarship evaluations made by Chesterfield County Public Schools – Department of Constituent Services & Student Leadership (Katina D. Schoolfield), when determining the awards for the 2021 VEBA-Trust Scholarship. The motion was seconded by Treasurer Leslie Hamlett and was moved forward unanimously.

**Motion:** Vice-President Lafon Murray moved to accept the June 28-29, 2021 Minutes as written. The motion was seconded by VASEBM Bobby Mason and was moved forward by majority vote.

### **OLD BUSINESS:**

- **2021 SCHOLARSHIP AWARDS:** President Jackson informed the Board that all checks for the 2021 Scholarship Awards have been mailed. One check was still pending Employee Identification Number.
- **LIUNA ELECTIONS:** The LIUNA Elections have been completed. All Delegates are encouraged to log-in to receive your LIUNA gift. For those who were having trouble signing in, you are encouraged to respond to a recent email requesting your EIN and password.
- **SAMLU:** The 2021 SAMLU in Las Vegas, Nevada is now planning to add additional training to prepare for the upcoming new Annexes, Excessing events and MHA Conversions; primary focus being the new Annexes.
  - Due to the new COVID-19 variant and the increase of positive cases, all those traveling to Las Vegas for the SAMLU, should carry their vaccination cards if available. Vaccination Cards are not required by the Hotel; however, the National Office has requested that everyone carry this document.
- **OLD COMPUTERS & LAPTOPS:** During the April 27, 2021 Executive Board Meeting, Brother Leslie Hamlett shared recommendations for proper disposal and safe cleaning of old computers and Laptops. The Board agreed to table the issue until more information could be provided regarding the cost. On this day, the Board also reviewed and consider the Local's inventory of equipment that meets this description. The Board was also provided an estimate from the Local's IT Specialist (Steven Seal) for consideration.

The estimated cost for cleaning each machine amounted to \$50.00 per machine. As result of these discussions and recommendations, the following motion was made:

**Motion:** WVSEBM Tim Powers moved to accept the cost associated with cleaning, assessing and disposing of old computers. The motion was seconded by VASEBM Bobby Mason and was moved forward unanimously.

Local facilities are encouraged to contact the Local Office if they are in possession of any old or damaged Laptops or computers.

- **LOCAL PROPERTY & REALESTATE:** The Executive Board was asked to visually inventory the Local's properties at **2744 Rudwick Road, Glen Allen, VA & 1976 Brilland Court**. The Board was also provided an itemized damage description and estimate for the Rudwick property from Long & Foster Property Management Division. After physically visiting and inventorying both properties, the following motion was made.

**Motion:** VASEBM Bobby Mason moved to accept the cost associated with the prepares to the property at 2744 Rudwick Rd. as outlined in work order **#162217-3**. The motion was seconded by President Jackson and was moved forward unanimously.

- The Executive Board discussed the following repairs needed for the property at 1976 Brilland Court: Replace Shingle Flashing, Replace Vent covers, Clean and replace gutters as needed, Tree removal from the backyard, replace rear deck and landscape property. As result of this discussion the following motion was made:

**Motion:** MDSEBM Mike Perry moved to accept the cost for the repairs and renovation of the Brilland Ct. property. The motion was seconded by DCSEBM Demetria Spratley and was moved forward unanimously.

### **NEW BUSINESS:**

- **ANEXXES:** The Local is waiting for more information and direction from the National Office regarding the newly proposed Annexes. The following facilities in the Local will be impacted: Baltimore P&DC, Fayetteville P&DC, Greensboro NDC, Charlotte, NC and Norfolk, VA.
- **MHA CONVERSIONS:** The Board briefly discussed the MHA Conversions as set forth in the MOU the Postal Service agreed to on June 21, 2021, effective by August 14, 2021. Branch Presidents are encouraged to ensure that all newly created bid positions are posted within 60 days. The MHA's should be converted to career (UAR) in place, then Bid assignments created and posted to match the new authorized staffing.

- Membership Jackets: An order shipment was recently received at Local Office. The shipment must be properly verified before being distributed. Branch Presidents are reminded that the employee/member must still be current with their dues to receive a jacket.
- Labor Charges: The Board briefly discussed the Local's procedures for addressing Labor charges when received. President Jackson provided an overview and examples of the process. Currently there were two (2) Labor charges filed. One charge was resolved, and there is still one charge pending.
- Facility Visits: President Jackson expressed some concerns about facility visits during this period where there has been a new increase of COVID-19 cases resulting from the new variant. Going forward all facility visit will be based on State and local ordinances.
- Feedback from State Representatives: The State Representatives were asked to provide feedback from their respective jurisdictions. As result of the feedback the Board briefly discussed the following issues:
  - Attendance and proper representation of MHA's in their 90/120 evaluation period.
  - The delay of welcome packages for new members.
  - The use of Lead Clerks to manage Mail Handler's Time & Attendance.
  - **Branch Meetings** – Going forward, Branch meetings may be held as long as proper social distancing can be maintained and there is compliance with the CDC, State and Local ordinances. At this time, it is recommended that no food be served during these meetings.
  - Any further assistance with the issues cited above will be provided as needed.

**CAD REPORT**: Vice President Lafon Murray briefly discussed and provided an overview of the CAD's activities for the last quarter. (May, June and July 2021):

- MAY – A 60-day review was held on May 11, 2021. Nine (9) cases were discussed, zero (0) cases were settled and three (3) were tabled. All cases were scheduled for Arbitration.
  - One (1) Arbitration was scheduled for May 17<sup>th</sup>. That case has been rescheduled.
- JUNE – A 60-day review was held on June 8, 2021. Eleven (11) cases were discussed, one (1) was settled, one (1) was withdrawn and three (3) were tabled. Six (6) cases were scheduled for arbitration.
  - Pre-Arbitration Meetings (June 18<sup>th</sup>, 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup>) – Three (3) cases were settled, there (3) cases will remain on schedule for arbitration.

Arbitrations scheduled during the month of June were as follows:

- June 2<sup>nd</sup> – Richmond and Charlotte both canceled due to Pre-Arb Settlements.
- June 3<sup>rd</sup> – Richmond cases Canceled due to Pre-Arb. Settlements
- June 17<sup>th</sup> – Roanoke, had two cases scheduled, only one was discussed.
- June 18<sup>th</sup> – Suburban, two cases were scheduled, the meeting was canceled.

JULY – A 60-day review was held on July 16, 2021. Seven (7) cases were discussed, zero (0) were settled, three (3) were withdrawn, three (3) were referred to the RDRC.

- There were no CAT Team meeting this quarter.
- The current Area Labor Relations Specialist (Tracy Ridley) is being transferred. His replacement is unknown at this time.
- The following new District Human Resources Managers have been named:
  - Scott Meadows – State of Virginia
  - Denise Fonseca – State of Maryland
  - Sheena Hazel – State of North Carolina
- MAPS PROCESS – The Board briefly discussed the Local’s position on the Modified Arbitration Process (MAP) going forward. The issue was tabled until more information could be provided.
- ADVOCATES CERTIFICATION – The CAD discussed changes to the Advocates Certification. As result of the discussion the following Advocates will remain part of the certification:
  - Lafon Murray
  - Timothy Powers
  - Samantha Byrdsong
  - Marvin Simpson
  - Shawn Wyche
  - Cynthia Brown
  - Marcus Anderson
  - Jack McClellan
  - Felandria Jackson

**FINANCIAL REPORT:** Treasurer Leslie Hamlett provided the Board with copies of the Profit & Loss, Balance Sheets and Bank Statements from the General Fund and VEBA Trust accounts from April 26, 2021 – July 26, 2021 for review and discussion. A line by line accounts review and explanation was conducted by Treasurer Hamlett. Brother Hamlett also shared results from the **May 28, 2021 Keiter Audit Report**, highlighting recommendations from the Internal Control Communications.

As result of this review and discussion the following motion was made:

**Motion:** MDSEBM Mike Perry moved to accept the Financial Report and disbursements as presented. That motion was seconded by VASEBM Bobby Mason and was moved forward unanimously.

**Article - X Charges:** The Executive Board briefly met to discussed Article-X charges filed on May 28, 2021 (Certified Mail # 720 0640 000 0789 2689). As of July 6, 2021, the charges were withdrawn by the charging party. As result, the charges filed have been dismissed without proceeding further.

*With no further business to discuss on this date, NCSEBM Cynthia Brown moved adjourn the meeting. The motion was seconded by Vice President Lafon Murray and moved forward unanimously. The Executive Board Meeting of Local 305 was officially adjourned at 5:17PM.*

Respectfully submitted,



**Dwight F. Burnside**

Recording Secretary

NPMHU-Local 305