



Mail Handlers Local Union No. 323

1602 Selby Ave., Suite 5 St. Paul, MN 55104
(651) 646-2827 Fax (651) 646-0991 LocalOffice@local323.org

Minutes of the Local Union 323 Executive Board Meeting ST. PAUL, MN March 28, 2014

Jeff Larsen

Local President

Kathy Schultz

Vice President

Dean Abatte

Recording Secretary

John Frey

Treasurer

State Executive

Board Members

Shane Ryden

Minnesota

Brock Engstrom

North Dakota

Branch Presidents

Dean Abatte

Minneapolis

Gerald LaBarre

St. Paul

Mike Straiton

NDC

Gary Tollefsrud

Fargo

IN ATTENDANCE:

Local President: Jeff Larsen

Vice President: Kathleen Schultz

Recording Secretary: Dean Abatte

Treasurer: John Frey

MN State Representative: Shane Ryden (Absent)

ND State Representative: Brock Engstrom

Local President Jeff Larsen called the Executive Board to order at 10:58 a.m. Roll call was taken by Recording Secretary Dean Abatte.

The Local Executive Board reviewed the previous meeting minutes from December 27, 2013. Vice President Kathy Schultz motioned to accept the minutes and was seconded by Treasurer John Frey. There were no objections and the motion carried unanimously.

Local President Jeff Larsen reports: (see attached for full report)

- Fiscal Year Change
- AMP Consolidations
- Load Leveling- Function 1 Baseline
- Local 323 Web Site
- Local 323 Dental Program
- Semi-Annual Meeting of the Local Unions (SAMLU)
- Branch Activities

Local President Jeff Larsen submitted for review his Expense Report and Time Sheet. NDSR Brock Engstrom moves to authorize the Local Presidents expenses for the time frame reported. Vice President Kathy Schultz seconded, motion carried unanimously.

Local President Jeff Larsen submitted for review his Leave Hours for 2014.

Submitted for review was the Mail Handlers Health Benefit Plan (MHBP) memorandum. A brief update about the memorandum was given by President Larsen.

Treasurer John Frey reports:

Treasurer John Frey submitted for review the Local's Profit and Loss Statement. V.P. Kathy Schultz motioned to authorize the expenses of the Local for the time frame enumerated. The motion was seconded by R.S. Dean Abatte, motion carried.

President Larsen opens the floor for general discussion, comments, questions, hearing none, V.P. Kathy Schultz motions to adjourn the Local Executive Meeting.

Treasurer John Frey seconds, Motion carries meeting adjourns at 11:55 am.

Respectfully Submitted,

Dean Abatte
Recording Secretary Local 323
National Postal Mail Handlers Union

cc: **Local Union Council**
Branch Leaders
File



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March 28, 2014

Local President's Report

Local 323 Complement:

The Local 323 career complement as of PP-6-14 is 596 (537 MN & 59 ND) and the MHA complement is 88 (79 MN & 9 ND). Combined Membership is 606.

Local Activities:

- **Fiscal Year Change**

When the calendar turns to January 1st the Local Union begins a new fiscal year. Many actions must be taken in order to ensure that the Local Union remains in compliance with the Uniform Local Union Constitution as well as with all applicable laws and regulations. The following is an outline of the actions taken:

- Issuance of W-2's to employees (all Representatives)
- Filing of W-2's with both States
- Filing of W-2's along with W-3 with the Social Security Administration
- Issuance of 1099's to vendors
- Filing of 1099's along with 1096 to IRS

Following these actions we prepare for the annual audit. Our accountants, Legacy Professionals, conducted the audit on February 27th and 28th. The completion of the audit provides us with the information necessary to submit our annual filings with the Department of Labor, the IRS, and the States of Minnesota and North Dakota. This process is currently ongoing. As of this date, Local Treasurer John Frey and I have completed the uploading of our LM-2 to the Department of Labor. Additional filings with the IRS and the States aren't due until May 15th. Everything is progressing according to schedule and this process will conclude with Legacy Professionals reviewing these items with Local Executive Board in the future.

Jeff Larsen

Local President

Kathy Schultz

Vice President

Dean Abatte

Recording Secretary

John Frey

Treasurer

State Executive

Board Members

Shane Ryden

Minnesota

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St. Paul

Mike Straiton

NDC

Gary Tollefsrud

Fargo



- **AMP Consolidations**

The consolidation of mail processing facilities has been placed on indefinite hold. In fact, the Union has received notices lifting the withholdings for the facilities of Duluth and St. Cloud. The issuance of these notices leaves the facilities of Rochester and Mankato as the only places within Minnesota that have events which still remain in place. While the facility in Duluth never experienced an excessing event, the lifting of the withholding in St. Cloud allows us to further pursue retreat rights for the Mail Handlers excessed from that facility.

- **Load Leveling – Function 1 Baseline**

The Northland District is one of several Districts involved in the load leveling pilot program. This program is designed to shift the delivery of standard mail away from Mondays in order to lighten the workload of Letter Carriers. Or, I guess you could say that management is spreading the standard mail volume across more workdays. Or, I guess you could say that management's delivery plan is to delay standard mail. Regardless, this program has not received favorable reviews from the Postal Regulatory Commission. Our concern, of course, is the impact it may have on Mail Handlers. As of this date, no changes affecting Mail Handlers has been taken.

Function 1 Baseline staffing realignment is the name of management's latest and greatest plan for operations. This is the plan that's feeding the rumor mill on the workroom floor. So, what is it? That's a good question. No one in management has been able to exactly relate the plan. In one instance where we've actually seen some preliminary numbers, those numbers seemed completely disconnected from reality. Moreover, nothing has been approved by the USPS Area. Nevertheless, it seems inevitable that management will come forward with some type of plan in the near future. This is a matter that is being watched very closely in all impacted Branches.

- **Local 323 Web Site**

Those who have visited the Local 323 web site recently may have noticed that it has undergone some significant remodeling. The previous version of the site was designed in 2010 and was starting to fall behind the times in terms of web standards. The current site should be easier to maintain and will allow for a more efficient publishing of additional content. Many, many, hours went into this project and I would like to thank those who helped me with the testing. Now that our web site has been brought up to date, we need to continue looking at some computer upgrades for the Branches.

- **Local 323 Dental Program**

The beginning of the year also marks the start of the enrollment period for the Local 323 Dental Program. Local 323 offers the Dental Program to the Regular Membership as

well as Postal and Federal employees who chose to affiliate as Associate Members. During late January of each year the Local Union begins a process of billing Associate Members dues which are required to maintain eligibility for the program. That process is currently in its second round and it will be completed during the next couple months. I continue to serve as the plan administrator for this program.

- **Semi-Annual Meeting of the Local Unions (SAMLU)**

The first SAMLU of 2014 is scheduled to be held from April 10th through the 12th in Hollywood, FL. The agenda will include discussions concerning the implementation of the 2011 National Agreement.

Branch Activities:

- **Labor-Management Meetings**

I'm continuing to attend Labor-Management meetings in the Minneapolis, the NDC, and St. Paul Branches as my schedule permits. So far this year I've attended the monthly meetings at the NDC, numerous weekly meetings in Saint Paul, and after several cancellations by management, one meeting in Minneapolis.

- **North Dakota Branch Issues**

Our North Dakota Representatives are continuing to have success with MHA conversions. This has been occurring in the facilities of Bismarck, Grand Forks, and Fargo. ND State Executive Board Member Brock Engstrom has been busy keeping things moving along.

Upcoming Events:

General Membership Meeting – March 29th

SAMLU – April 10th – 12th

Fargo Branch Meeting – April 26th

Fraternally,

Jeff Larsen
Local President

cc: All Branches
File