



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 December 17, 2015

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

ND State Representative: Brock Engstrom

Local President Jeff Larsen called the Executive Board to order at 11:03 a.m.

The Local Executive Board reviewed the previous meeting minutes from September 22, 2015. NDSR Brock Engstrom motioned to accept the minutes and was seconded by Treasurer John Frey. No objections, the motion carried unanimously.

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

- National Negotiations
- National Arbitration Decision – Handbook PO 408
- Christmas Annex
- Open Season Activities
- Local 323 Dental Program
- State of Minnesota Audit

Branch Activities

- Metro Branches
- Out-State Branches
- North Dakota Branch Issues

Local President Jeff Larsen submitted for review his Expense Report and Time Sheet. Vice President Kathleen Schultz moves to authorize the Local Presidents expenses for the time frame reported. Recording Secretary Dean Abatte seconded, motion carried unanimously.

Local President Jeff Larsen submitted for review his Leave Hours and Time Sheet for 2015.



Treasurer's report:

Local Treasurer John Frey submitted the Local's Balance Sheet and Profit and Loss Statements. NDSR Engstrom motioned to authorize the expenses of the Local Union for the time frame enumerated. The motion was seconded by Vice President Schultz, motion carried.

Agenda Items:

NPMHU 2016 National Convention compensation package

It was discussed and agreed to that the compensation package for the 2016 National convention would be as follows;

1. The Local office will coordinate Travel plans with Delegate
2. Per Diem of \$50 per day for a Total \$300 for the length of the convention
3. Six (6) Days Hotel stay coordinated and paid for by the Local Union
4. 40 hours of straight pay to include Night differential and Sunday premium if earned (No Loss)
5. Transportation: Travel to Airport from Home, to hotel from Airport, to airport from Hotel and to Home from Airport upon submission of receipts from delegate to the Local Union. Receipts must accompany voucher

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

The motion was seconded by NDSR Engstrom. Meeting adjourned at 2:22

Respectfully Submitted,

Dean Abatte
Recording Secretary Local 323
National Postal Mail Handlers Union

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



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December 17, 2015

Local President's Report

Local 323 Complement:

The Local 323 career complement as of PP-24-15 is 654 (587 MN & 67 ND) and the MHA complement is 57 (46 MN & 11 ND). Combined Membership is 630.

Local Issues:

- **National Negotiations – Field Negotiating Committee**

I'd like to thank to all the Members who took the time to respond to the call for contract proposals. In addition, I'm grateful to those in attendance at the September General Membership Meeting for their feedback. Whether it was an idea, a thought, a desire, or some specific contractual language, this input helped shape the proposals which Local 323 submitted for the upcoming round of negotiations on the terms of the 2016 National Agreement. The week of October 19th I was in Washington, DC, serving as a member of the Field Negotiating Committee. This Committee reviewed and made recommendations regarding all the proposals which were submitted by Local Unions, Representatives, and Members, from across the country.

- **National Arbitration Decision – Handbook PO 408**

Recently, the National Union prevailed on the threshold issue of whether the PO 408 was a handbook and manual within the meaning of Article 19. As you may recall, the Local Union filed several grievances in the out State installations slated for consolidation over this issue. Those grievances remain pending at the Branch level and we may continue pursuing these actions should circumstances warrant. In the mean time we'll continue to wait for a decision on the merit in this matter at the National level.

Jeff Larsen

Local President

Kathy Schultz

Vice President

Dean Abatte

Recording Secretary

John Frey

Treasurer

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Fargo



- **Christmas Annex – Subcontracting Grievances**

Grievances have been filed in all of the metro Branches related to management's decision to operate an annex without Postal employees during the holiday season. Those grievances are currently at step 2 and we continue to await management's response to information requests. Once this information is received we will review the situation and continue processing these grievances.

- **Open Season Activities**

Subsequent to their attendance at the Mail Handler Benefit Plan Seminar, the Local 323 Health Plan Representatives embarked upon another open season attending health fairs throughout the States of Minnesota and North Dakota. Kathy Schultz, Brock Engstrom, and Brad Kaluza, have made every effort to provide the Mail Handlers Benefit Plan with extensive exposure. The open season health fairs have been completed and we will be receiving the results of our efforts sometime after the 1st of the year.

Brad Kaluza will continue marketing the Mail Handlers Benefit Plan at new employee orientation for the Veterans Administration in 2016.

In addition, Local Treasurer John Frey and I are preparing our submission for the partial reimbursement of expenses related to our marketing efforts. That submission is due shortly after the first of the year and I anticipate that it will be timely completed.

- **Local 323 Dental Program**

In addition to the Mail Handlers Benefit Plan, Local 323 continued to offer our Dental Program to the Regular Membership as well as Postal and Federal employees who chose to affiliate as Associate Members. The 2016 plan was offered without a change in benefits or an increase in premiums. I continue to serve as the plan administrator.

- **State of Minnesota Audit**

The Local Union was recently selected by the State of Minnesota for a random compliance audit. These types of random audits are based upon our status as a non-profit organization. Considering that we have already had an annual audited by our accountant and a random compliance audit by the Minnesota Department of Economic Security (unemployment), this represents the third time we've been audited this year. While our annual audit involved all aspects of our business and the Department of Economic Security focused on our payroll, the current audit by the State seems to be concerned with our unrelated business income.

Local Treasurer John Frey and I met with the representatives from the State, provided them with documentation, and answered their questions. In addition, we have granted

them access to our accountants to review the methodology relied upon to formulate our tax filings. The result of this audit will be provided to the Members of the Local Executive Board when it becomes available.

Branch Activities:

I continue working with our Representatives throughout the Local to address issues specific to individual Branches. Recently, NDC Branch President Mike Straiton, Saint Paul Branch President Jerry LaBarre, and I met with the Area Vice President as well as several Plant Managers regarding management's plans for changes in the adjacent NDC and Saint Paul installations.

Upcoming Events:

Fiscal Year Change – January 1st
Election of Delegates to the 2016 National Convention – January
Saint Cloud Branch Meeting – Pending
General Membership Meeting – Spring 2016

Fraternally,

Jeff Larsen
Local President

cc: All Branches
File