




National Council of HUD Locals

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
AFFILIATED WITH AFL-CIO

Council 222

August 10, 2012

MEMORANDUM FOR: John Anderson, Employee & Labor Relations
& Performance Management Division, AHED


FROM: Carolyn Federoff, Executive Vice President, AFGE Council 222

SUBJECT: Demand to Bargain
Performance Management System, Elements/Standards & Desk Guide

Please accept this demand to bargain in response to your August 1, 2012, notice of the subject change in working conditions issued pursuant to Article 5 of the HUD/AFGE Agreement. I am the appointed Chief Negotiator in this matter. It is our understanding that this is an Administration priority, and we are prepared to bargain the week of August 27.

As you are aware, the proposed Performance Management System, Elements and Standards, and Desk Guide are the result of a collaborative process that included several AFGE Council representatives (often referred to as the "LMAC" team). Furthermore, the parties are in the midst of main contract negotiations that include negotiations on Performance Appraisal and Performance Based Actions. To better ensure a Supplement that bridges these two Departmental priorities, we are seeking a larger Union negotiating team to include the four AFGE members of the LMAC team, a member of the main contract negotiations team, a representative from Local 476, and myself.

Below are the Union's preliminary proposals. We reserve the right to amend, add, or delete provisions in accordance with Article 5 of the Agreement.

1. **Status Quo:** The Department shall maintain status quo until all bargaining, including impasse and negotiability proceedings, are completed.
2. **Supplement 91:** Supplement 91 to the HUD/AFGE Agreement shall remain in effect, except as expressly modified herein.

3. Training and Orientation:

- a. HUD will reinstate and maintain the ePerformance/SMART standards bulletin board on hud@work, and its successor electronic platforms. The bulletin board will be accessible from either the Pay and Benefits tab or the OCHCO webpage, or both. The bulletin board will include:
 - i. Updated "Frequently Asked Questions" (FAQs) featuring the proposed changes to the Performance Management System;
 - ii. Current copies of all Department-wide critical elements and standards; and
 - iii. Links to all training materials developed in connection with implementation and administration of the Department's Performance Management System.
- b. HUD will revise and reissue the technical brochures regarding SMART standards methodology and related marketing materials to enhance employee and supervisory awareness regarding the new Performance Management System.
- c. Management shall notify the Local Union of any training scheduled regarding SMART standards methodology and/or implementation of the new Performance Management System.

4. **Union Notice of EPPES Planning Meetings:** Management shall notify the Local Union at least two business days in advance of the required planning meetings to be held with Bargaining Unit employees to develop and/or revise critical elements and standards. Notice shall be specific with regard to time, place and participants. Management shall provide the Local Union with an opportunity to participate. Official time used to attend these meetings may be coded as "mid-term bargaining."

5. **Local Bargaining:** The Local Union shall receive notification in accordance with Article 5 of the Agreement regarding local changes that may occur to bargaining unit employees including but not limited to moves, details and reassignments.

At your earliest convenience, please advise me whether Management will support our request for an expanded negotiations team and propose dates for the commencement of mid-term bargaining.

If you have any questions, please call me at 617/994-8264.

cc: Eddie Eitches, Council President
Sherry Norton, Chair, Mid-Term Bargaining Committee
AFGE members, LMAC Team
Executive Board and Local President, AFGE Council 222