



**UNITED STATES OF AMERICA  
FEDERAL LABOR RELATIONS AUTHORITY  
CHARGE AGAINST AN AGENCY**

**FOR FLRA USE ONLY**

Case No.

Date Filed

**1. AGENCY AGAINST WHICH CHARGE IS BROUGHT**

a. Name of Charged Agency (include address, city, state, & ZIP)

Department of Housing and Urban Development  
451 Seventh Street, SW  
Washington, DC 20410  
Telephone: (202) 402-6955  
Fax: (202) 708-6232

b. Agency Representative (include name, title, address)

Towanda Brooks, Chief Human Capital Officer  
451 Seventh Street, SW, Room 2254  
Washington, DC 20410

tel. (202) 402-6955                      fax (202) 708-6232  
e-mail                      Towanda.A.Brooks@hud.gov

**2. CHARGING PARTY**

a. Name of Charging Party (include address, city, state, & ZIP)

AFGE Council 222 of HUD Locals  
451 Seventh Street, SW, Room 3172  
Washington, DC 20410  
Telephone: (202) 402-5243

b. Charging Party Representative (include name, title, address)

Holly Salamido, President  
AFGE Council 222 of HUD Locals  
451 Seventh Street, SW, Room 3172  
Washington, DC 20410

tel. (202) 402-5243                      fax  
e-mail                      houul.salamido@hud.gov

**3. BASIS OF THE CHARGE**

a. Set forth a clear and concise statement of the facts constituting the alleged unfair labor practice, including date and location of the particular acts.

On or about June 25, 2014, the Department of Housing and Urban Development (Agency) sent notice to the Union of its intent to implement an Emergency Notification System (ENS) to employees (Exhibit A). According to the Agency's notice, sent by Employee and Labor Relations employee, John Anderson ("Anderson"), the ENS would provide emergency notifications and alerts to employees through multiple mediums, including telephone and voice mail.

On June 26, 2016, then mid-term bargaining chair, Jerry Gross (Gross), sent a Demand to Bargain and Request for Information to the Agency, asserting its statutory and contractual rights to negotiate the impact and implementation of the ENS (Exhibit B). Gross subsequently engaged in discussions with Anderson with regard to the Demand to Bargain, but no agreement was reached. While the Agency responded to the Request for Information, it refused to Bargain (Exhibit C).

On October 29, 2015, Anderson sent a second notice to the Union, advising that the Agency intended to implement the ENS, despite the pendency of the Demand to Bargain (Exhibit D). This notice specifically advised the Union that information collected from employees for the ENS would be "stored by the system vendor outside of the HUD Network." (continued next page)

b. Which subsection(s) of 5 U.S.C. 7116(a) do you believe the Agency has violated?    (1)  (2)  (3)  (4)  (5)  (6)  (7)  (8)

c. Have you or anyone else raised this matter in any other procedure?    No     Yes     If yes, where?

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Grievance Procedure                         | <input type="checkbox"/> Federal Mediation and Conciliation Service | <input type="checkbox"/> Federal Service Impasses Panel |
| <input type="checkbox"/> Equal Employment Opportunity Commission     | <input type="checkbox"/> Merit Systems Protection Board             | <input type="checkbox"/> Office of Special Counsel      |
| <input type="checkbox"/> Other Administrative or Judicial Proceeding | <input type="checkbox"/> Negotiability Appeal to FLRA               | <input type="checkbox"/> Other _____                    |

**4. DECLARATION**

I DECLARE THAT I HAVE READ THIS CHARGE AND THAT THE STATEMENTS IN IT ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT MAKING WILLFULLY FALSE STATEMENTS CAN BE PUNISHED BY FINE AND IMPRISONMENT, 18 U.S.C. 1001.

THIS CHARGE WAS SERVED ON THE PERSON IDENTIFIED IN BOX 1b BY [check all appropriate boxes]

- In Person     1st Class Mail     Fax     Commercial Delivery     Certified Mail     e-mail (see reverse)

Holly Salamido

11/4/15

Type or Print Your Name

Your Signature

Date

(Continued)

By email dated October 29, 2015, Union President Holly Salamido (Salamido) advised Anderson that a Demand to Bargain had previously been filed, and that the matter needed to be bargained before implementation (Exhibit A). Anderson responded by email, stating that the Union's Demand to Bargain was "unsolicited," that there was no impact on employees, and that the Agency was refusing to bargain with the Union on impact and implementation of the ENS (Exhibit E). Salamido responded to Anderson, noting the impact on employees of storage of personal information with an outside vendor; the Union reiterated its request to bargain (Exhibit F).

Despite the Union's objections, management unilaterally implemented the ENS without bargaining on November 2, 2014 (Exhibit G).

Relief Requested:

1. That management be ordered to cease and desist from implementation of the Emergency Notification System, until bargaining has been concluded;
2. That the Agency be required to post a notice on the home page of its website "HUD@Work" acknowledging their violation of the statute; and
3. Such other relief deemed appropriate to make the Union whole

Point of Contact for this Action:

Holly Salamido

Council 222

451 Seventh Street, SW, Room 3172

Washington, DC 20410

(202) 402-5243

**Salamido, Holly**

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**From:** Salamido, Holly  
**Sent:** Thursday, October 29, 2015 1:26 PM  
**To:** Anderson, John E  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Mr. Anderson,

With regard to your email on the Emergency Notification System, the Council previously filed a Demand to Bargain, which was sent to you on June 25, 2014 (see below). Did you negotiate an agreement with the Council that I am unaware of? If not, this needs to be bargained.

Holly Salamido

President, Council 222 of HUD Locals

**From:** Gross, Jerry  
**Sent:** Thursday, June 26, 2014 10:31 AM  
**To:** Anderson, John E; Eitches, Edward E  
**Cc:** Federoff, Carolyn; Salamido, Holly K; Mercer-Hollie, Jacqueline; Zaltman, Mark; Hankinson, D'andra A  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM

Hi John,

Attached is the Union's demand to bargain and request for information. I believe that after we receive the answers to the questions posed we will be able to come to an agreement quickly.

Jerry

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**From:** Anderson, John E  
**Sent:** Wednesday, June 25, 2014 6:33 PM  
**To:** Eitches, Edward E  
**Cc:** Federoff, Carolyn; Gross, Jerry; Salamido, Holly K; Mercer-Hollie, Jacqueline; Zaltman, Mark; Hankinson, D'andra A  
**Subject:** UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM

Good Afternoon Mr. Eitches:

This email will serve as notification to AFGE National Council of HUD Locals 222 of the HUD's plan to implement an Emergency Notification System (ENS) within the Department. As you are aware, an ENS will provide emergency

notifications/alerts through multiple mediums, inclusive of but not limited to telephone, voicemail and computer to employees who chose to participate. Participation by employees is voluntary. Management appreciates your indulgence in rolling out this system, which will enhance the Agency's ability to advise of its operating status during emergencies.

If you have any questions or concerns regarding this communication, please contact the Employee, Labor Relations and Performance Division in HUD Headquarters on 202-708-3373.

Thank you for you cooperation in this regard.

John Anderson,  
Acting Deputy Director,  
Employee & Labor Relations Division  
Office of the Chief Human Capital Officer  
HUD Headquarters, Washington, DC 20410  
202-402-3055

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**From:** Anderson, John E  
**Sent:** Thursday, October 29, 2015 12:32 PM  
**To:** Salamido, Holly  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark; Anderson, John E  
**Subject:** UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Good afternoon Ms. Salamido:

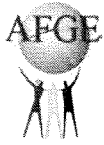
This email serves as official notification to **AFGE National Council of HUD Locals 222** pursuant to Article 4 Section 4.04 of the HUD/AFGE collective bargaining agreement that **HUD** will be implementing an **Emergency Notification System (ENS)** within the Department. As stated in the previously issued notification and PDI discussion, the **ENS** will provide emergency notifications/alerts through multiple mediums, inclusive of but not limited to telephone, voicemail and computer to employees who chose to participate. Participation by employees is voluntary. Management appreciates your indulgence and cooperation in rolling out this system, which will enhance the Agency's ability to advise of its operating status during emergencies. Frequently asked questions/answers that will be available to all employees are attached to this communication.

If you have any additional questions or concerns regarding this communication, please contact the Employee and Labor Relations Division, HUD-Headquarters at 202-708-3373.

Thank you for you cooperation and support in this regard.

**John Anderson,**  
Senior Advisor,  
Employee & Labor Relations Division  
Office of the Chief Human Capital Officer  
HUD Headquarters, Washington, DC 20410  
202-402-3055

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Eddie Eitches  
President

American Federation of Government Employees  
National Council of HUD Locals 222

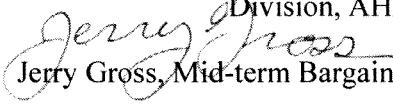
*Affiliated with AFL-CIO*

451 7th Street, SW, Suite 3143  
Washington, DC 20410

Phone: 202-708-3077  
Fax: 202-708-7638  
E-mail: Edward.E.Eitches@hud.gov

June 26, 2014

MEMORANDUM FOR: John Anderson, Acting Deputy Director, Employee & Labor Relations  
Division, AHED

FROM:  Jerry Gross, Mid-term Bargaining Chair, AFGE Council 222 of HUD Locals

Subject: Demand to Bargain and Request for Information – Emergency Notification System

This responds to the Department's memorandum of June 25, 2014, which provided notice regarding HUD's plan to implement an Emergency Notification System (ENS) within the Department. AFGE Council 222 (the Union) applauds the Department's desire to disseminate emergency information as quickly as possible to all employees who may be affected. We do not wish to delay the implementation of the ENS unnecessarily, but would like some questions answered and to reach an agreement promptly about the use of the ENS.

This memo therefore serves as the Union's demand to bargain over the Department's proposed implementation of an Emergency Notification System. This also serves as the Council's request for information. The Council provides this response in accordance with Article 5 of the AFGE-HUD collective bargaining agreement.

Below are our preliminary proposals:

1. Management will provide written responses regarding the Union's proposals provided below and attached within ten days of receipt of this memo.
2. Management will not implement any policies or programs covered by this demand to bargain that would be applicable to AFGE bargaining unit employees until all negotiations are completed as indicated by a signed agreement on the subject.
3. Management will provide the following information to the Union prior to beginning negotiations:
  - a. Please identify when the ENS will be used (e.g., weather emergencies, building closures, local threats, early dismissal for holidays, Departmental action items).
  - b. Please explain whether notices will be sent out to specific regions or localities, or if all messages are national.
  - c. Please explain how personnel may select one or more regions/localities for relevant alerts.

- d. Please identify how many and what types of contact methods employees may use (e.g., e-mail, voice, SMS, text message).
  - e. Please explain the methodology of contacting personnel via the ENS (e.g., cycling through different contact methods, or sending to all contacts at once; whether confirmation is needed; whether messages are re-sent until confirmation is received).
  - f. Please explain how employees who choose to participate may change their contact information or subsequently opt-out.
  - g. Please explain whether the proposed ENS will also broadcast messages across the hud.gov and/or HUD@Work homepages.
  - h. Please identify how employees will know a message is from the HUD ENS.
  - i. Please identify the office(s) and individual(s) who will be responsible for sending ENS alerts.
  - j. Please explain any limitations of the ENS system, such as whether it works with technologies such as Google Voice, and whether any contact methods are more efficient than any others.
  - k. Please identify whether participants will need to sign up each year, or whether a subscription will continue indefinitely.
  - l. Please provide samples of the types of messages that may be sent out through the ENS.
  - m. Please explain whether and how often HUD may test its ENS by sending out test alerts.
  - n. Please identify the desired date the HUD ENS will be implemented.
4. The Union recognizes that the Department has stated that employee participation in the HUD ENS is voluntary.
  5. There will be no adverse action taken against employees in connection with their election to participate or not participate in HUD's ENS, or in connection with any actions taken based on information provided by an ENS alert, misunderstanding of a nonspecific ENS alert, or failure to receive an alert.
  6. The Department will advise employees of any consequences of not signing up for the HUD ENS (e.g., the type of information that may not be available through other channels).
  7. Information provided by employees who sign up for the HUD ENS will be used only for emergency notifications.
  8. The Department will ensure that all personal information is properly safeguarded.

9. The Department will notify the Union of who has access to ENS subscriber information (e.g., Department employees, contractor) and will notify the Union when there is a change in access.
10. The Department will not provide identifying information such as an employee's name to a third-party vendor; only contact data necessary to receive an ENS alert will be provided.
11. The Department will take steps to ensure that third parties are prohibited and prevented from using personal information for any purpose other than ENS alerts. The third-party vendor will have no right to use contact information for any purpose other than issuing ENS alerts. The vendor will not have rights to sell, disclose, or trade your contact information. The Department will advise employees of these protections, as well as that, when required by law (e.g., in compliance with a subpoena or court order) their contact information may be disclosed.
12. The Department will provide sufficient instructions for employees to understand how to sign up for the ENS, how to change their personal settings, and how to unsubscribe.
13. The Department will advise employees before they complete any subscription process that they may be charged for text messages based on the terms of their contract with a service provider.
14. The Department will advise employees on who is eligible to sign up for HUD ENS alerts (e.g., only HUD employees with a government e-mail address, or family members, people who may do business with HUD, etc.), and whether all methods of communications are available to all categories of participants.
15. The Union requests that access for signing up for the HUD ENS be through the hud.gov website (accessible outside the secure environment of HUD@Work), and that it work on all major browsers and platforms.
16. The Department will provide a Help number and email for employees who have trouble with their subscription.
17. If applicable, the Department will provide advance notice to employees whose subscription may end or be deactivated, such as due to their resignation from the Department.
18. The Department will notify the Union in advance of any changes to the ENS system.

The Union reserves the right to bargain, amend, or add proposals, in accordance with Article 5 of the collective bargaining agreement. This includes the right to submit further proposals and/or requests for information upon receiving management's timely and complete response to the information requests identified above.

I will be the contact for this matter. Once the requested information is received, I hope we can quickly reach an agreement so that the Department can roll out the HUD ENS promptly.



EXHIBIT C

**RE: Management's Responses To AFGE National Council of HUD Locals  
222- DTB Emergency Notification System**

Gross, Jerry

**Sent:** Friday, August 01, 2014 7:44 AM  
**To:** Anderson, John E  
**Attachments:** Supp-ENS-2014-07-31.docx (25 KB)

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Hi John,

Thank you for your point--by-point responses. Based on your responses, I prepared a proposed Supplement. I believe that I incorporated all the points we agreed upon, and I modified those for which you had an explanation.

You noted that the following needs clarification:

The Department will advise employees of these protections, as well as that, when required by law (e.g., in compliance with a subpoena or court order) their contact information may be disclosed.

I rephrased it as follows:

The Department will advise employees that their privacy will be protected as described above. The Department will also notify employees that when required by law (e.g., in compliance with a subpoena or court order), their contact information and sign-up options may be disclosed.

I hope that is clearer. My intention is that the Department should not promise unlimited protection of privacy, as we both know that a subpoena or other legal action could require either HUD or a third-party vendor to disclose information.

You also seemed to have some question about advising employees that they may be charged for text messages by their service provider (#19 on the attached). I think it is important to tell employees this before they sign up because some people who do not have unlimited data/messaging plans incorrectly believe that such "emergency" messages are free, public service announcements.

If possible, can you provide me with a more specific date for implementation than FY 15, even if we do not put the date in the agreement? I would like to let people know when to expect this, as I think the ENS is a good thing that HUD is doing that will benefit employees.

Please let me know as soon as possible if the proposed supplement accurately reflects the items you agreed with and any explanations/corrections you made. I will be away beginning Monday, August 4. I will return on Tuesday, August 12. I will have limited access to my HUD e-mail next week.

Thank you,  
Jerry

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**From:** Anderson, John E  
**Sent:** Thursday, July 31, 2014 10:19 AM  
**To:** Gross, Jerry  
**Cc:** Anderson, John E  
**Subject:** Management's Responses To AFGE National Council of HUD Locals 222- DTB Emergency Notification System

**MEMORANDUM FOR:** Jerry Gross, Mid-term Bargaining Chair, AFGE Council 222 of HUD Locals

**FROM:** John Anderson, Acting Deputy Director, Employee & Labor Relations Division

**Subject:** Demand to Bargain and Request for Information – Emergency Notification System

Management deems this action to be covered by Article 3.06 – 1 and 2 (d). As such, this is a permissive subject of bargaining only. That being said, the following responses to your proposals are being offered.

1. Management will provide written responses regarding the Union's proposals provided below and attached within ten days of receipt of this memo.

**Response:** As soon as possible.

2. Management will not implement any policies or programs covered by this demand to bargain that would be applicable to AFGE bargaining unit employees until all negotiations are completed as indicated by a signed agreement on the subject.

**Response:** Disagree, this is a management right covered by the Article 3.06 – 2(d) of the contract.

3. Management will provide the following information to the Union prior to beginning negotiations:

a. Please identify when the ENS will be used (e.g., weather emergencies, building closures, local threats, early dismissal for holidays, Departmental action items).

**Response:** As your response indicates, but not for Departmental action items or early dismissals for holidays.

b. Please explain whether notices will be sent out to specific regions or localities, or if all messages are national.

**Response:** System will have the capacity to do both as necessary.

c. Please explain how personnel may select one or more regions/localities for relevant alerts.

**Response:** The system has not been configured to that point.

d. Please identify how many and what types of contact methods employees may use (e.g., e-mail, voice, SMS, text message).

**Responses:** Employees have a choice of their desired medium for notification purposes.

e. Please explain the methodology of contacting personnel via the ENS (e.g., cycling through different contact methods, or sending to all contacts at once; whether confirmation is needed; whether messages are re-sent until confirmation is received).

**Response:** The Department will be able to prioritize the medium, however this information will be forthcoming once system configured.

f. Please explain how employees who choose to participate may change their contact information or subsequently opt-out.

**Response:** Just make a request as participation is voluntary (once the system configured the applicable time periods will be established).

g. Please explain whether the proposed ENS will also broadcast messages across the hud.gov and/or HUD@Work homepages.

**Response:** No, as initially stated, this is an external platform.

h. Please identify how employees will know a message is from the HUD ENS.

**Response:** The message will identify itself.

i. Please identify the office(s) and individual(s) who will be responsible for sending ENS alerts.

**Response:** The Administrator designed by HUD will interact with the vendor.

j. Please explain any limitations of the ENS system, such as whether it works with technologies such as Google Voice, and whether any contact methods are more efficient than any others.

**Response:** Undetermined, until system configured.

k. Please identify whether participants will need to sign up each year, or whether a subscription will continue indefinitely.

**Response:** Participants will be indefinitely connected but may opt out.

l. Please provide samples of the types of messages that may be sent out through the ENS.

**Response:** None can be provided at this time however the content of the messages will speak to the event upon which the notice is based.

m. Please explain whether and how often HUD may test its ENS by sending out test alerts.

**Response:** Test alerts will be done to ensure functionality after the system is launched. The frequency of which is undetermined at this time.

n. Please identify the desired date the HUD ENS will be implemented.

**Response:** FY-15.

4. The Union recognizes that the Department has stated that employee participation in the HUD ENS is voluntary.

**Response:** Agreed.

5. There will be no adverse action taken against employees in connection with their election to participate or not participate in HUD's ENS, or in connection with any actions taken based on information provided by an ENS alert, misunderstanding of a nonspecific ENS alert, or failure to receive an alert.

**Response:** Agreed

6. The Department will advise employees of any consequences of not signing up for the HUD ENS (e.g., the type of information that may not be available through other channels).

**Response:** None, no adverse effect.

7. Information provided by employees who sign up for the HUD ENS will be used only for emergency notifications.

**Response:** Yes.

8. The Department will ensure that all personal information is properly safeguarded.

**Response:** Agreed.

9. The Department will notify the Union of who has access to ENS subscriber information (e.g., Department employees, contractor) and will notify the Union when there is a change in access.

**Response:** Agreed.

10. The Department will not provide identifying information such as an employee's name to a third-party vendor; only contact data necessary to receive an ENS alert will be provided.

**Response:** The Department will provide identifying information such as an employee's name to a third-party vendor; only the contact data necessary to receive an ENS alert will be provided. .

11. The Department will take steps to ensure that third parties are prohibited and prevented from using personal information for any purpose other than ENS alerts. The third-party vendor will have no right to use contact information for any purpose other than issuing ENS alerts.

**Response:** Agreed.

The vendor will not have rights to sell, disclose, or trade your contact information.

**Response:** Agreed.

The Department will advise employees of these protections, as well as that, when required by law (e.g., in compliance with a subpoena or court order) their contact information may be disclosed.

**Response:** This proposal needs clarification before a response can be made.

12. The Department will provide sufficient instructions for employees to understand how to sign up for the ENS, how to change their personal settings, and how to unsubscribe.

**Response:** Agreed.

13. The Department will advise employees before they complete any subscription process that they may be charged for text messages based on the terms of their contract with a service provider.

**Response:** Employee shall select the option that is most feasible for them however the Department will provide comprehensive information once the system done.

14. The Department will advise employees on who is eligible to sign up for HUD ENS alerts (e.g., only HUD employees with a government e-mail address, or family members, people who may do business with HUD, etc.), and whether all methods of communications are available to all categories of participants.

**Response:** Only HUD Staff is eligible to sign up and receive not external partners or staff's emergency contract.

15. The Union requests that access for signing up for the HUD ENS be through the hud.gov website (accessible outside the secure environment of HUD@Work), and that it work on all major browsers and platforms.

**Response:** The sign up process has not been determined however, this system will be on an external platform.

16. The Department will provide a Help number and email for employees who have trouble with their subscription.

**Response:** A help number and email will be provided for anyone who is not receiving the alerts.

17. If applicable, the Department will provide advance notice to employees whose subscription may end or be deactivated, such as due to their resignation from the Department.

**Response:** Employee may opt out at anytime, the onus is on the employee. If employee leaving HUD, this can be part of the clearance process.

18. The Department will notify the Union in advance of any changes to the ENS system.

**Response:** Agreed.

**John Anderson,**  
Senior Advisor Employee & Labor Relations  
Employee & Labor Relations Division  
Office of the Chief Human Capital Officer  
HUD Headquarters, Washington, DC 20410  
202-708-3373 x3055

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**Salamido, Holly**

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**From:** Anderson, John E  
**Sent:** Thursday, October 29, 2015 12:32 PM  
**To:** Salamido, Holly  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark; Anderson, John E  
**Subject:** UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)  
**Attachments:** HUD Offers Emergency Text Message Notification System -FAQs.docx

Good afternoon Ms. Salamido:

This email serves as official notification to **AFGE National Council of HUD Locals 222** pursuant to Article 4 Section 4.04 of the HUD/AFGE collective bargaining agreement that **HUD** will be implementing an **Emergency Notification System (ENS)** within the Department. As stated in the previously issued notification and PDI discussion, the **ENS** will provide emergency notifications/alerts through multiple mediums, inclusive of but not limited to telephone, voicemail and computer to employees who chose to participate. Participation by employees is voluntary. Management appreciates your indulgence and cooperation in rolling out this system, which will enhance the Agency's ability to advise of its operating status during emergencies. Frequently asked questions/answers that will be available to all employees are attached to this communication.

If you have any additional questions or concerns regarding this communication, please contact the Employee and Labor Relations Division, HUD-Headquarters at 202-708-3373.

Thank you for your cooperation and support in this regard.

**John Anderson,**  
Senior Advisor,  
Employee & Labor Relations Division  
Office of the Chief Human Capital Officer  
HUD Headquarters, Washington, DC 20410  
202-402-3055

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**Salamido, Holly**

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**From:** Anderson, John E  
**Sent:** Thursday, October 29, 2015 5:06 PM  
**To:** Salamido, Holly  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark; Anderson, John E  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Good afternoon Holly:

In response to your email below, the initial communication regarding the Emergency Notification System (ENS) sent to AFGE National Council of HUD Locals 222 (Council) was an email invite for a Pre Decisional Involvement (PDI) meeting. Thereafter an Article 3 notification was sent to the Council advising that the Department would be moving forward with implementing the ENS (see notice in this email chain below to E. Eitches). At some point thereafter, an unsolicited Demand to Bargain was received and discussed with the involved Representative (J. Gross) for the Union with a disclaimer from Management in advance of the discussions, that the roll-out of the planned action was a management right pursuant to *Article 3.06 (1) and (2)*. As such, the Department is authorized to take whatever action(s) necessary to carry out its' mission during an emergency. That being said, HUD's only obligation if any, would be impact and implementation bargaining as it relates to its employees.

In this instance, there is no impact on the working conditions of bargaining unit employees as a result of this management action (no change is occurring to working conditions of bargaining unit employees). In regards to implementation, participation is voluntary so Management's sole obligation is to provide notification to the Council that the system is being launched.

In closing, your cooperation in this regard is requested and will be greatly appreciated as HUD moves forward with ensuring that all employees are timely notified in cases of emergencies. Thank you.

John Anderson,  
Acting Deputy Director,  
Employee & Labor Relations Division  
Office of the Chief Human Capital Officer  
HUD Headquarters, Washington, DC 20410  
202-402-3055

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---

**From:** Salamido, Holly  
**Sent:** Thursday, October 29, 2015 1:26 PM  
**To:** Anderson, John E  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Mr. Anderson,

With regard to your email on the Emergency Notification System, the Council previously filed a Demand to Bargain, which was sent to you on June 25, 2014 (see below). Did you negotiate an agreement with the Council that I am unaware of? If not, this needs to be bargained.

Holly Salamido

President, Council 222 of HUD Locals

**From:** Gross, Jerry  
**Sent:** Thursday, June 26, 2014 10:31 AM  
**To:** Anderson, John E; Eitches, Edward E  
**Cc:** Federoff, Carolyn; Salamido, Holly K; Mercer-Hollie, Jacqueline; Zaltman, Mark; Hankinson, D'andra A  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM

Hi John,

Attached is the Union's demand to bargain and request for information. I believe that after we receive the answers to the questions posed we will be able to come to an agreement quickly.

Jerry

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**From:** Anderson, John E  
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**To:** Eitches, Edward E  
**Cc:** Federoff, Carolyn; Gross, Jerry; Salamido, Holly K; Mercer-Hollie, Jacqueline; Zaltman, Mark; Hankinson, D'andra A  
**Subject:** UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM

Good Afternoon Mr. Eitches:

This email will serve as notification to AFGE National Council of HUD Locals 222 of the HUD's plan to implement an Emergency Notification System (ENS) within the Department. As you are aware, an ENS will provide emergency notifications/alerts through multiple mediums, inclusive of but not limited to telephone, voicemail and computer to employees who chose to participate. Participation by employees is voluntary. Management appreciates your indulgence in rolling out this system, which will enhance the Agency's ability to advise of its operating status during emergencies.

If you have any questions or concerns regarding this communication, please contact the Employee, Labor Relations and Performance Division in HUD Headquarters on 202-708-3373.

Thank you for your cooperation in this regard.

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---

**From:** Anderson, John E  
**Sent:** Thursday, October 29, 2015 12:32 PM  
**To:** Salamido, Holly  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark; Anderson, John E  
**Subject:** UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Good afternoon Ms. Salamido:

This email serves as official notification to **AFGE National Council of HUD Locals 222** pursuant to Article 4 Section 4.04 of the HUD/AFGE collective bargaining agreement that **HUD** will be implementing an **Emergency Notification System (ENS)** within the Department. As stated in the previously issued notification and PDI discussion, the **ENS** will provide emergency notifications/alerts through multiple mediums, inclusive of but not limited to telephone, voicemail and computer to employees who chose to participate. Participation by employees is voluntary. Management appreciates your indulgence and cooperation in rolling out this system, which will enhance the Agency's ability to advise of its operating status during emergencies. Frequently asked questions/answers that will be available to all employees are attached to this communication.

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**Salamido, Holly**

---

**From:** Salamido, Holly  
**Sent:** Friday, October 30, 2015 11:35 AM  
**To:** Anderson, John E  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark  
**Subject:** RE: UNION NOTIFICATION: EMERGENCY NOTIFICATION SYSTEM ( Voluntary Employee Participation)

Mr. Anderson,

I have communicated with Mr. Gross, and it is clear that the Union has always taken the position that impact and implementation of this new initiative is negotiable. We are not in the midst of an emergency, and management cannot rely on imminent emergency or safety concerns to avoid its duty to bargain. Neither can you claim that the voluntary nature of the notification system makes the matter non-negotiable. Clearly there is a significant impact on the employees who choose to participate. Participation in telework and AWS are both voluntary (as are many other benefit programs available to employees) yet management clearly acknowledged its responsibility to negotiate the implementation of these programs.

We have serious concerns about the Emergency Notification System, particularly because your plan is to have employees' personal information "stored by the system vendor outside of the HUD network." In view of the recent OPM data breach, this is a great concern. These and other concerns must be addressed. Midterm bargaining chair, Sal Viola, will be contacting you on Monday to discuss negotiations. If management does not agree to address the Union's concerns, I will be forced to send out a message directly to members, advising of our concerns and management's refusal to negotiate with the Union on employee protections.

Holly Salamido  
 President, Council 222 of HUD Locals

---

**From:** Anderson, John E  
**Sent:** Thursday, October 29, 2015 5:05 PM  
**To:** Salamido, Holly  
**Cc:** Viola, Salvatore T; Petry, Patricia M; Love, Monique S; Robinson-Johns, Ashaki; Gaines, Antonio; Wilkerson, Rochelle; Chambers, Lorraine D; Krebs, Tracy J; Mongelli, Gary J; Finer, Douglas J; Evereteze, Juan J; Flynn, James P; Casper, Perry; Rice, Tresa A; STEIN, MICHAEL H; HURST, KEISHA M; Richardson, Ginger S; Hankinson, D'andra A; Zaltman, Mark; Anderson, John E  
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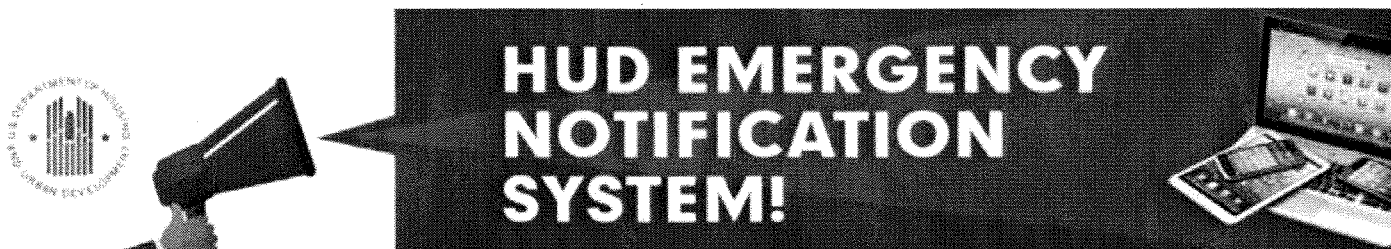
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**Salamido, Holly**

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**From:** Office of Public Affairs  
**Sent:** Monday, November 02, 2015 8:49 AM  
**Subject:** Voluntary Emergency Communication System Available to Employees



## **New automated emergency alert system available to HUD employees**

As a result of weather and other emergencies, HUD has strengthened its emergency communication plans and has a new automated system that will provide timely, critical, national, regional and local information to employees.

“With communications options ranging from cell phones and text messages to different e-mail addresses and phone numbers for home and office, there is no one best way to reach everyone,” said David Ziaya, HUD’s Chief Disaster and National Security Officer. Because of this, HUD has contracted with a company that has the technology to send messages, in near real time, simultaneously via these various communications channels.

To make the emergency alert system work, HUD is asking employees to fill out an online form that indicates the best ways to contact them. Please note that the information provided will be utilized solely for the emergency alert system.

The form is posted on [hud@work](mailto:hud@work) under a link titled “HUD Emergency Notification System.” In addition to each person’s direct contact information, the form allows each person to provide backup contact information, such as the phone number or e-mail address of a family member or friend.

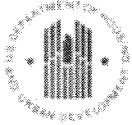
“Because text messaging is fast and efficient, we encourage everyone to enable the text-messaging function on their cell phones for emergency notifications,” Ziaya said. Depending on an individual’s phone plan, a small fee might be charged for a short text message.

“If you do not want HUD to contact you in the event of an emergency, you can check the ‘Opt Out’ box at the bottom of the form,” Ziaya said. “But keep in mind that doing so may prevent you from getting critical notices, including office closings that HUD sends out to protect your safety.”

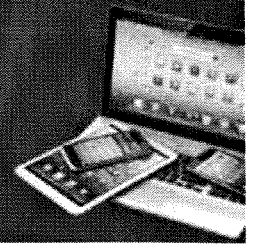
HUD will occasionally test the system to ensure that it is functional.

“The safety of our employees is important, and we will use this emergency notification technology only when we feel the situation warrants,” Ziaya said. During an emergency, updates will also be posted on [hud@work](mailto:hud@work) and [hud.gov](http://hud.gov). Employees who have questions about how to fill out the emergency notification form may contact the Office of Disaster Management and National Security at [odmns@hud.gov](mailto:odmns@hud.gov).





# HUD EMERGENCY NOTIFICATION SYSTEM!



## FREQUENTLY ASKED QUESTIONS ON HUD ALERT, THE EMERGENCY NOTIFICATION SYSTEM

### ***How do I Register to Receive Emergency Notifications?***

All HUD employees and contractors with a valid HUD email address can register to receive notifications through the HUD Emergency Notification System Registration Portal. The Registration Portal allows you to manage your contact information, preferred contact order for each device, as well as opt-out of the system if you no longer wish to receive notifications.

The HUD Emergency Notification System Registration Portal can be accessed at <https://ondemand.mir3.com/hud>.

A training video on how to use the Registration Portal is available at <http://youtu.be/CBADBpDemRA>.

You will receive notifications based on your assigned field office. On the registration page, simply select your field office from the drop-down menu.

### ***Is Registration for the HUD Emergency Notification System Mandatory?***

No. Use of the system is completely voluntary. However, you may miss out on time sensitive information impacting your safety and ability to work by not registering to receive notifications.

### ***What Types of Messages Will Be Sent Through the HUD Emergency Notification System?***

The purpose of the HUD Emergency Notification System is to provide timely information that impacts an employee's safety or ability to work. This includes office operating status and emergency alerts. You will also receive quarterly system test messages to ensure the system is working properly. If you are a member of your office's Emergency Relocation Group or the Disaster Cadre, you may also receive messages regarding continuity of operations (COOP) or disaster activities. The system will not be used for general announcements, social events, or as a replacement for "all-hands" messages.

### ***How Will I Receive Notifications?***

The HUD Emergency Notification System can provide notifications through a variety of types of devices. When you register, you will have the opportunity to provide contact information for the device types you would like to receive notifications on. Available device types include:

- Work email
- Work phone
- Government cell phone
- Text message to government cell phone
- Personal email
- Home phone
- Personal cell phone
- Text message to personal cell phone

The system is also capable of being configured for TTY phones by emailing [odmns@hud.gov](mailto:odmns@hud.gov).

In general, text based notifications (email, text message) will be delivered more quickly than telephone notifications.

### ***Will I Be Charged to Receive Notifications via Text Message?***

Depending on the terms of your contract with your carrier, you may be charged a per message fee to receive text messages. Please check with you carrier for information regarding fees for receiving text messages.

### ***How Do I Update My Contact Information?***

You can add, edit, or remove devices from your profile at any time through the Registration Portal (<https://ondemand.mir3.com/hud>). Log in using your HUD email address and the password you created, or if you have forgotten your password, click on the “Forgot/Reset Password” tab at the top of the page.

### ***Is My Contact Information Protected?***

Contact information for the HUD Emergency Notification System is stored by the system vendor outside of the HUD network. The system vendor maintains industry-grade security measures to ensure the integrity and safety of the contact information entered into the system. The system vendor also maintains a privacy policy that prohibits the sale, lease, share, rent, or barter of any data to a third party.

### ***Why Does the HUD Emergency Notification System Keep Calling Me?***

Some notification messages may require a positive response from the recipient (e.g., “Are you and your family safe?”). If you listen to the message but do not submit a response, the system will continue to contact you until you provide a response. To provide a response, just follow the voice prompts during a telephone call, or click on the appropriate response option in an email.

### ***Why Does the HUD Emergency Notification System Contact Me On All of My Devices at Once?***

You can customize the order in which your devices are contacted in your profile on the Registration Portal (<https://ondemand.mir3.com/hud>). By default, all of your devices will be set to “Priority 1” unless you make a change. To have your devices contacted in a specific order, set a different priority level for each device in your profile.

***What If I No Longer Wish to Receive Notifications from the HUD Emergency Notification System?***

You can opt-out of receiving notifications through the Registration Portal (<https://ondemand.mir3.com/hud>). Log in using your HUD email address and the password you created, or if you have forgotten your password, click on the “Forgot/Reset Password” tab at the top of the page. Once logged in, click on the “Opt-Out” button on the left side.

***How can I tell when the HUD Emergency Notification System is trying to contact me?***

To ensure you know when the HUD Emergency Notification System is trying to contact you on your mobile phone, we recommend adding a new contact named “HUD Emergency Notification System” and store the following numbers within it:

- 866-609-8026
- 24639

Please refer to your mobile phone’s user manual for instructions on how to add a new contact to your particular device. Also note that calls from the HUD Emergency Notification System may still appear as “unavailable” on your mobile phone depending on your carrier and call volume at the time of the notification.

**If you have any other questions about the HUD Emergency Notification System, please email [odmns@hud.gov](mailto:odmns@hud.gov).**