



National Council of HUD Locals

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
AFFILIATED WITH AFL-CIO

Council 222

April 27, 2016

MEMORANDUM FOR:

FROM:

Salvatore Viola, Executive Vice President
AFGE National Council of HUD Locals #222

SUBJECT:

Demand to Bargain: Implementation of Continuous Improvement (CI) for all Program Areas in HUD

Pursuant to Article 49, Section 49.04 of the HUD /AFGE Collective Bargaining Agreement (the Agreement) this memorandum serves as HUD Council of AFGE Locals' (the Union) demand to bargain the impact and implementation of the standard procedures Quality Improvement Programs for Bargaining Unit Employees in all HUD Program Areas.:

The Council demands an immediate cease and desist of any implementation of any the implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs until mid-term bargaining is completed until the bargaining requirements are met pursuant to Article 49 of the Agreement.

The Council is offering the following preliminary proposals for consideration and negotiation:

- 1) This Supplement shall not diminish or waive any rights that bargaining unit employees have under the AFGE Agreement, law, rule or regulation. Management shall immediately provide all the information specified under Article 49, Section 49.02.
- 2) Status Quo will remain and the Department shall delay the implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs until mid-term bargaining is completed.
- 3) No bargaining unit employee will be involuntarily separated or downgraded as result of the implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs.

- 4) No position will be removed from the bargaining unit because of implementation of as result of the implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs.
- 5) No bargaining employee will be involuntarily relocated because of implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs.
- 6) Annual leave and/or sick leave previously approved will not be rescinded because of implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs.
- 7) The implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs will not affect employees' existing alternate work schedules. Hours off duty shall continue to be administered in accordance with the Agreement.
- 8) The implementation of Quality Improvement or establishing standard procedures for any Departmental Program Area Improvement Programs will not affect employees' existing employee telework agreements. Telework shall continue to be administered in accordance with the Agreement.
- 9) All Departmental Program Areas implements quality improvement programs, projects and related activities that create an environment where supervisors or managers interact with their employees on improvements in work processes, organization, and procedures that shall improve the efficiency and effectiveness of the work unit. These activities shall be conducted in accordance with Article 55 of the Agreement and this Supplement.
- 10) The Union may monitor Quality Improvement projects, standard procedures and related activities. This includes keeping in contact outside of Quality Improvement meetings with bargaining unit employees participating in Quality Improvement activities and/or by attending Quality Improvement meetings and participating in Quality Improvement activities as desired.
- 11) When proposed national, regional and/or local changes in personnel policies, practices, working conditions or general conditions of employment not already covered in the Collective Bargaining Agreement (the Agreement) result from any Quality Improvement meeting or standard procedures, the union shall be given an opportunity to engage in pre-decisional discussions and engage in national, regional and /or local bargaining in accordance with Article 49 of the Agreement and statutory provisions.

- 12) As part of standard operating procedures, participation in Quality Improvement activities and teams shall be voluntary on the part of the bargaining unit employee. The Union shall designate employees to participate on any Quality Improvement project event committees that are established. The Department will provide official time, travel and per diem for the employees appointed by the Union to serve in Quality Improvement activities and for employees participating on a region wide level (satellite and regional offices). Official time to attend such meetings shall be in addition to any official time allowed in accordance with the Agreement.
- 13) The implementation of Quality Improvement and its procedures shall be in compliance with the Departmental Reasonable Accommodation Policy and Article 45 of the Agreement. The implementation of CI will not alter reasonable accommodations currently in effect.
- 14) Prior to mid-term bargaining the implementation of Quality Improvement, Management will provide local office internal selection criteria for Quality improvement facilitators.
- 15) To the maximum extent possible, any workload redistribution because of participating in Quality Improvement Teams including but not limited to participation as Quality Improvement Facilitators and improvement projects will be distributed equitably among affected bargaining unit employees. The phrase "other related duties as assigned" as used in position descriptions means duties related to the basic job. This phrase will not be used to regularly assign any Quality Improvement Team work to an employee not reasonably related to their basic position description.
- 16) In applying performance elements and standards, affected bargaining-unit employees' performance appraisals shall take into account all of Quality Improvement activities they are expected to perform and the actual amount of time available (or not available) to perform those functions.
- 17) Affected bargaining unit employees who have no previous or recent experience with newly assigned duties and standard operating procedures as a result of implementation of Quality Improvement shall be provide necessary training. Training for newly assigned duties shall be in accordance with the terms of Article 38 of the Agreement. Employees participating in any activity covered by this Article shall have a memorandum placed in their Official Personnel File recognizing their participation.
- 18) Once the parties successfully complete negotiations of the implementation of Quality Improvement and its standard operating procedures, the program shall be presented to the bargaining unit before implementation.

- 19) Quality Improvement meetings shall be conducted during regular duty hours and on official time. Additional topics or problems for study can be suggested by the Union or employees in Quality Improvement meetings and Union officials shall be able to participate in these discussions.

- 20) National, Regional or Local management/union negotiated implementation originated from suggestions and/or ideas from employees participating in Quality Improvement shall be used for special awards to all bargaining unit employee participants of the contributing Quality Improvement Group(s). Incentive awards resulting from Quality Improvement participation shall be administered in accordance with the Agreement.

These are preliminary proposals for the purpose of negotiating the changes under the subject line above and additional proposals may be added prior to the start of any necessary negotiations. If you have any questions, I can be reached at (973) 776-7391 or (917) 607-1474.

Thank you.