

1199/DYS APC Agenda

March 29, 2022

1:00PM-3:00PM

Attendees:

Leslie Gates, Karen Lemons, Annie Person, T. Belcher, Angela McCann, Charlene Martin, Ray Campos, Debra Vasilev, David Tobin, Sasuan Lane, Terry Tibbals, Jordan Argus, David Vancleave, David Ziegler, Andrew Janning, Ken Berry, David Scott, Jim Darnell, Maria Kawentel, Kelly East, Ginine Trim, George Lewis, Brad Nielsen, Hasani Ngozi, Denise Delucio

Agenda Items:

Management looks forward to discussions and collaborating with Union partners. Work together toward common goals.

Parole:

1) Rules regarding flex time for JPOs

Looking for specifics regarding legality toward flexing. Can we be forced to have to flex? Is it overtime after 8 hours in a day? Employees are expected to flex, ideally appointments would be known in advance. OT is sometimes needed to deal with crisis in the communities and to complete assignments during the week. Management does not deny OT when the work requires, just try to be accommodating to staff. Staff expected to complete work in 40 hour week, but understands exceptions can be made. Some OT requests made early in the week when unsure if needed that week to complete duties. Flex built and designed to accommodate staff and management, serves both sides in beneficial way = partnership through communication. Good point in regard to managing time and case load. JPO believes in some occasions OT is needed. Belief morale would improve JPO had more discretion in relation to flex time. Management understands schedules/time is sometimes difficult to manage. Management understands sometimes there is an "all hands on deck" requirement. Management is not against OT, just wants some logic and reasonableness when needed. Management respects JPO decision making when dealing with assigned youth. Management motivated to have good outcome with youths.

2) JPO return to office/ Telework policy

4 day in office, 1 day in field starting 4/18/22. Not everyone is being treated the same across DYS. Some people in different divisions are working in the same office have greater telework flexibility. Deputy Directors spoke with staff to make recommendations to Dir/Asst Dir. Each area different based upon work assignments. Never an expectation that all telework would look the same, based

upon different work/assignments. 4 and 1 were never discussed per se with the JPOs. Union believes Parole would be better served to have hour at end of day for case notes, not 8 hours of paperwork completed in the office. Field work does not accommodate a full day in the office. Is it possible to have the 1 day broken up? Parole is unique situation = field staff operation; thus, need to be in field most of the times. Understand union concerns about office work. 4/1 across the board for all parole staff. Might be difficult to split eight (8) hour shifts. If done in field, can JPO complete day at home, not working in a car for multiple hours....JPO would punch out for commute from geo-fence to home. Maybe even drive back to office to complete work. When in field for last hour and half, can I go back to office to complete work = yes. Other locations are okay too, such as library, etc. Management shall continue to review/address.

- 3) **FCFC meetings addressed. JPO's are the only ones tasked with the constant responsibility of attending these meetings-often requiring starting work one -two hours earlier then the regular start time of 8:00 (again me as an example). I myself am tasked to attend 5 currently, Zack 5, and Michelle, I believe said 7 or 8. I know this was brought up on one of our last staff meetings with the new director-I believe VanCleave. The counterparts at these meetings often include Judges, Mayors, City Counsel Members, Hospital Directors, School Principals-just to name a few. It seems as though other entities send the equivalent of upper management staff. In addition, while attending FCFC meetings is on the description of duties for JPO's, if I'm not mistaken, it is also on the description of job duties of JPSS's and SJPO's Can we get an equitable division of who is tasked to attend? And, if these are SCHEDULED events and require starting time BEFORE regular working hours, can/should over time be automatic?**

Management been reviewing for years. Legislation to make changes to exclude JPO staff. Changes are potentially expected in this regard. DYS is only agency who have own staff participate in these meetings. Review of the language in the code re-analyzed and potential changes where county courts could be the DYS proxy. Continuing to review and follow-up. Hopefully communication in the coming weeks. Keep management in the populous counties, relieve the JPO from having to attend. Operational need, management wants to get the work from a quantitative to qualitative status. When there are crisis situations, JPO are critical component to address youth situation. JPSS/JPO can collaborate, management expectation.

- 4) **Columbus Dispatch article about DYS "lost" a youth- Policies need to be written to protect staff.**
JPO were concerned a JPO could be named in a newspaper article. JPO is requesting notification in advance when possible. Management shares same goal. Management spent 2 hours on phone with JPO in question. Fortunately, JPO not named in article.

5) DAS and distracted driving

What is expected from staff. Hands/eyes on road at all times is expectation. Looking for good common sense to keep employees safe. DAS Policy provided during meeting with guidelines and expectations.

CPS:

6) Additional CPS staff needed

CJCF-2 staff left and have not been replaced. Currently need intake position filled. It is taking 4-5 months to get position filled. One filled recently, still down one position. Mentioned at local meetings. CPS perform lots of work and need the additional staff and filled in expeditious manner, Intake especially. Management = understands they are busy classifications. AP1/BHS/Case Manager all responsible for intake duties. Still lots of work for CPS even with AP1 and BHS assistance. Intake is a constant process and sometimes keeps CPS from performing rest of job duties. Management is now able to post needed vacancies. CH has 3 vacancies. Management is committed to filling these positions in more expeditious manner. Able to post/fill many positions. Facilities are down 3 HR staff (1 at CJCF, 2 at CHJCF), CO trying to assist.

7) CPS schedule at Indian River/CH

CH schedules brought up at local level. Currently doing 3 diff schedules a week, looking for better consistency (2 days 830-430, 2 days 12-8 and then weekend 9-5). Issue for over few years. Management is reviewing. Union feels there is a little progress being made, hopefully to regular schedule and 2 late nights. Management will discuss with local CH leadership.

IR to union management, schedules are opposite with UM schedules. CPS missing times to link with courts/parents based upon current scheduling. Looking to present a schedule that follows policies. 3 or 4 schedules that CPS have proposed over the years such as 4 ten hour days. Management is willing to review any potential schedule modifications. IR contends that there are occasions where UM flex out, sometimes early on late nights. All such requests required UMA approval in advance. Management shall continue to monitor. CPS took everything in consideration when preparing the potential schedules.

8) Visitation Officer for all video visits; Stop utilizing CPS

Would like to have Visitation Officer attend, not have zoom visit in CPS office. Goal is by May to have visitation wired for GTL visits. Thus, the meetings would happen in the visitation area and not require the presence of a CPS. Stands are installed, get rid of zoom for "regular visitation." CPS could still do zoom visits for youth in special situations.

9) Language in the CPS job description “in the absence of the unit manager”. We are not supervisors

PD says 10%, but really doing like 20 hours a week.

One union employee cannot tell another union employee what to do, makes duties specifically to perform.

IDT meetings now mandate UM to attend

“Filling in for case managers” means just covering when absence. Be available to assist YS when needed when UM not at work. CPS not expected to supervise other bargaining unit staff.

CPS asked to pass along information to YS and some YS question why CPS passing the information along, not someone from Operations.

YS/CPS/UM expected to work together as a team. Everyone should be working in hand-in-hand when either is off work.

Management not asking CPS to give direction to other staff.

Some situations where OPS may give YS “misinformation” and the CPS has to correct.

CPS asked to attend IH meeting when CPS did not have any training on that matter.

Staffing:

10) Covid Testing

Timeline on how long will continue testing unvax staff? No timeframe, following local health guidelines. People are watching trends. Vax clinics shall continue. People who refuse are subject to potential discipline.

11) Status of Retention and Recruitment

BHS/SW-Many facilities have had significant turnover.

Management aware of private sector competition and bonuses.

Director is committed to remain competitive with private sector.

Miscellaneous:

12) Youth unit movement/transfer decisions being returned to facilities as opposed to going through CO

COVID started the cohorts, are some of those limitations going to be lifted so that facilities can be more involved?

Management wants to move control back to facility, with limitations.

Goal = let facilities address.

Process starts right now for youth movement.

13) College programming options for graduates who do not reside on level 4 units

Only grads on preferred unit allowed to take college credits.

Now that COVID restrictions lifted, can grads on non preferred units start college programs? Reconsidered?

Management = Yes

Timeframe? Next quarter? That is the goal.

Management:

Foster/Caregiver Leave, now available to 1199 staff. Up to 40 hours each calendar year.
LOA recently signed by union.