

## OESPA-CBLT

Tuesday, March 7, 2017

9:00 a – 2:15 p

Pine Hills Compound

### ~ AGENDA ~

- 9:00 Bargaining Protocol  
--Release time  
--Notification for Supervisor
- 9:15 The Bid Process  
--Adding the Bid Process to contract language
- 9:30 Combo Routes Discussion  
--Who is eligible?  
--Who is not?  
--How would combos be tracked?  
--What would the compensation schedule look like?
- 10:00 FMLA  
--Summary of FMLA data for the past 3 years  
Lori Cook  
FMLA Office
- Companies currently offering paid FMLA & how they are doing this  
Ken Pratt
- 10:30 Increasing the number of Personal Days from 6 to 8  
--Legislative Intent regarding the statutory limitation of 6 for Personal Leave  
Ken Pratt  
--F.S. 1012.61 (*See attached*)

### \*\*\* Break \*\*\*

11:00 – 11:15

- 11:15 Insurance Review  
Beth Curran
- 12:00 Committee Reports  
--HR  
--Safe Driver  
--Finance & Comp
- 12:30 Agenda items for next meeting & Next Meeting Date & Location  
CBLT

### \*\*\* Lunch \*\*\*

12:45 – 2:15

Remaining Meetings for January – May, 2017

Date	Location	Time
Tuesday, April 4, 2017	Edgewater HS	8:30 a – 4:00 p
Thursday, May 4, 2017	Magic Way – Bldg. 626	8:30 a – 4:00 p
June (TBA)		

**OESPA Bargaining Minutes**  
**March 7, 2017**  
**Transportation Pine Hills Compound**

**Minutes**

The following notes represent a summary of the discussions that took place during the OESPA-CBLT on March 7, 2017.

OESPA caucused 9:15 to 9:55

Kenrick was out sick.

**I. Bargaining Protocol**

- A. The CBLT is the only body with which the Board negotiates. When the office of Labor Relations sends an invite to a union meeting, it includes the steps you, the employee, must take to ensure your supervisor is aware that you'll be out of the office, performing District approved union business, how long you'll be out of the office and when the supervisor can expect you to return to the work place. When you get the invitation, don't just accept it. Forward it to your supervisor and follow-up with your supervisor with face to face contact to make sure he/she is aware you're going to be out of the office/away from the work place.

Once you accept the invite, open it because all of these instructions are embedded in the invite. Please follow these instructions.

From time to time, bargaining will not last all day. If we finish our bargaining day within 3 hours of the end of your duty day, currently, you don't have to return to work. I've allowed the union to use that time to caucus with the team, provide you with training or whatever the union deems of value to you. It is still your duty day and you've been released to conduct union business.

- B. If the caucus with the union ends early and it's too late to return to work but it's still within your duty day, don't return to your work place and announce that you were released early so you went shopping. This kind of conversation devalues the work the CBLT does at the table.

**Question:**

For drivers, if we are released to come to bargaining, but bargaining doesn't start until 8:30 am, and my supervisor needs me to complete a morning route, what should I do?

Answer:

Because Transportation is so shorthanded, you should do your morning route and then come to bargaining. This means your duty day would include your morning route plus the time you spend bargaining. This could result in extra hours worked and if that's the case you'll be paid for all hours worked.

## II. Bid Process

Adding the Bid Process to contract language

The District provided a response to OESPA's request to add the Bid Process to contract language:

*The District has given consideration to OESPA's offer to add the Bid Process to the OESPA contract. We respectfully decline this offer because we believe the Bid Process to be just that – a Process – not a contractual requirement. Management must have the flexibility to ensure that the core business of Transportation Services – to safely transport students to and from school in the best, safest most efficient method possible – is accomplished. Continuing the Bid Process in the status quo ensures this flexibility.*

Melissa: this moves us in a different direction and OESPA will explore these directions based on the district's response. The status quo currently is 2 different processes - one that's in handbook and one on Transportation website.

Patricia: The website will be corrected to reflect the correct Bid Process currently in practice.

Steve: the process has been refined over the years. It is a fluid process driven by the needs of the students we serve and the department's need to provide these services in the most efficient manner.

Melissa: this is the reason for collective bargaining and when it changes working conditions, those things should come to the table. There are some busses that are moving to different locations and routes are changing and with April bidding, some drivers are not going to be able to bid on the route in which they were interested.

Melissa: wants definition of seniority and may have to file a demand to bargain or other avenues. OESPA considers this a change in working conditions and this issue should be bargained, there is no past practice.

### III. FMLA (Handout provided)

Lori Cook (HR, FMLA)

The report provided does not include intermittent FMLA hours

Additional information requested regarding FMLA leave included:

- Number of intermittent hours used (Lori can provide this)
- How much of the FMLA was paid/unpaid (Lori cannot provide this. The leave process does not make the distinction between paid and unpaid so there's no way to capture this information. It's at the employee's discretion whether they use annual or sick or sick leave bank when claiming FMLA. Using a shadow system, Lori began capturing which leave the employee takes so for the current year only, this desegregated data is available and Lori can prepare a report with this information. But no trend data is available.

Question:

Where is FMLA information on the OCPS website?

Answer:

Lori will send the web link to Patricia to distribute to the team

### IV. Supplement Pay for Combo Routes

The District proposes a supplement offer as follows:

- A. Tuesday, Wednesday & Thursday: \$10 additional pay for being assigned and performing A.M. combo runs  
Tuesday, Wednesday & Thursday: \$10 additional pay for being assigned and performing P.M. combo runs  
If the driver is assigned and performs both A.M. and P.M. combo runs on a Tuesday, Wednesday or Thursday the additional pay would be \$20 per day
- B. Monday & Friday: \$15 additional pay for being assigned and performing A.M. combo runs  
Monday & Friday: \$15 additional pay for being assigned and performing P.M. combo runs  
If the driver is assigned and performs both A.M. and P.M. combo runs on a Monday or Friday, the additional pay would be \$30 per day
- C. Capacity on school buses determines if routes are split. There may be a second trip to the school to get all of the students. The driver could potentially work some overtime, but most of the drive time would be within their route time. This extra work is a burden on the driver, hence the District's desire to offer additional compensation. If this body agrees to this proposal, the driver would be eligible for overtime for all hours worked over 40, plus the proposed supplement for combo routes.

- D. There is no advance notice for a combo. Combos are the result of a driver calling out from work and the District's need to transport students to school in a safe and timely manner.

Sometimes the driver has never been on the route he/she is comboing so they are finding their way. They don't get a 'dry run' because this combo is the result of another driver calling out from work.

OESPA: When drivers are forced to cover combos, there are lots of risks a driver takes. He/she has to pick up students from locations he/she is unfamiliar with; the driver does not know that route.

Question:

Can the driver refuse the combo?

Answer:

If the combo is within the driver's duty day, he/she cannot refuse to take a combo.

Question:

What if the combo occurs during the driver's free time during the day?

Answer:

If the combo occurs during the drivers free time during the day, he/she is not required to take a combo.

The driver's combo assignments will be tracked through the Routing Office. Drivers typically know the school and the special type of students at that school. Routing tries to match up drivers with the special training for special needs schools.

Question:

Some drivers are not comfortable with combos, they are new and they don't know the students. Can a new driver or a driver that doesn't feel comfortable taking a combo refuse to take a combo and not receive some form of discipline?

Melissa: the District needs more substitute drivers to take more of the combo routes. We would like to have Bill Wen come back to the CBLT to discuss the issues brought about combos and drivers being uncomfortable accepting combo assignments.

Sometimes a driver may not want the combo because of the nature and behavior of the students. Adding even 2-3 behavioral students to a route can change the whole dynamics of a route. This needs to be considered when making and offering the combos to drivers.

Substitute drivers don't have the support they used to. They no longer have their own busses. OCPS doesn't allow for a mounted GPS.

If we agree to this stipend, it will give regular drivers more per hour than the substitute drivers make.

Bus operators are a paygrade 9 with no guarantee of 8 hours per day. Substitute drivers are a paygrade 10 and they are guaranteed 8 hours per day. The only way a regular driver will make the supplement money is if a driver calls out and if the driver is assigned and performs a combo route. If there is no combo there is no supplemental pay for the regular driver.

To say the regular driver would make more than the substitute driver is only if the regular driver does a combo.

This should be a topic for the next Transportation UMM. We need a discussion on how we allocate resources in Transportation to include GPS's to assist drivers doing combos, etc.

Steve will collect and provide data regarding the frequency and type of combos we're currently dealing with. Absenteeism within Transportation averages 150 – 200 drivers per day.

V. Personal Days

Statute says a district can only use 6 days of their sick days for personal use.

OESPA wants to explore increasing the number of annual leave days.

VI. Insurance Review. (Handout provided)

We need to begin discussion on insurance, it is very time sensitive. Fringe Benefits is working through this, we wanted to bring the discussions to the CBLT so this team stays in the loop on these discussions.

Beth Curran provided a big picture look at our insurance situation and discussed the types of options being discussed at Fringe. Her presentation was not a proposal; it was presented as information, only.

Stats:

We have 24K employees and 33K members (which includes spouses, children & domestic partners).

Our consultants/actuarial projects the increase in claims for the 2017-18 year to be 10.9% higher than claims paid in 2016-17. The conversations explore how we make

pay for this increase. The choices are increase funding through the Board and employee contributions, decrease what the Plan has to pay in claims or some combination of the two.

Changes to benefits, through co-pays, out of pocket, etc. will shift the costs of the increase to the employees. Can the employee tolerate this increase? The state has to approve whatever plan we develop. We are projected to lose \$5M for the 2016-17 plan year. If we make no changes for the 2017-18 plan year, we are projected to lose another \$17M for a total of \$22M for the two year. The insurance fund will be in distress with this type of loss which is why we are having this discussion.

The handout shows what the premium increases could look like. The Board responsible for 8% of the costs increase in the teacher's contract and 10% of the costs increase in the classified contract.

Plan A shows a \$23.62 monthly premium. However, this plan has \$0 for the employee premium. Plans B and C will have to pick up these costs. If we increase the employee deductions from their bi-weekly paycheck, all employees are affected and all employees pay. If we change the plan and raise the out of pocket expenses, only the members using the plan services are affected.

80% of all claims are incurred by 20% of members, most of which are employees. We are looking into how many people will be affected by different changes to the plan.

Prescription drugs are getting super expensive.

The CBLT would like to Invite Gallagher to speak to the entire CBLT next meeting.

## VII. Committee Reports

### A. HR: Overtime, break times, language clean up.

#### Article X.H.3.—Layoff

The committee just moved letter (b.) to a new (d.) to clear up the process. There were no real language changes made.

OESPA wants to look at priority consideration for another position for employees who are cut and don't have a position.

Patricia: a paygrade 10 may not be able to perform well in say a paygrade 17. During this reassignment time, some employees take a lower paying position to give them time to find a higher position. This needs to go back to HR for

addition work. Include guidance for if an employee takes a lower paying position and a higher paying position becomes available, because the employee took the lower paying position, can he/she be placed in the higher paying position? Can we give preferential consideration for the employee that's been displaced from his/her job?

What about hiring from within before hiring from without?

B. Article X.B. Days and Hours

We changed #2 to become #1. No real language changes were made.

After lunch, OESPA met with their team back at the Union Office.

Next meeting: April 4, 2017 @ Edgewater HS.



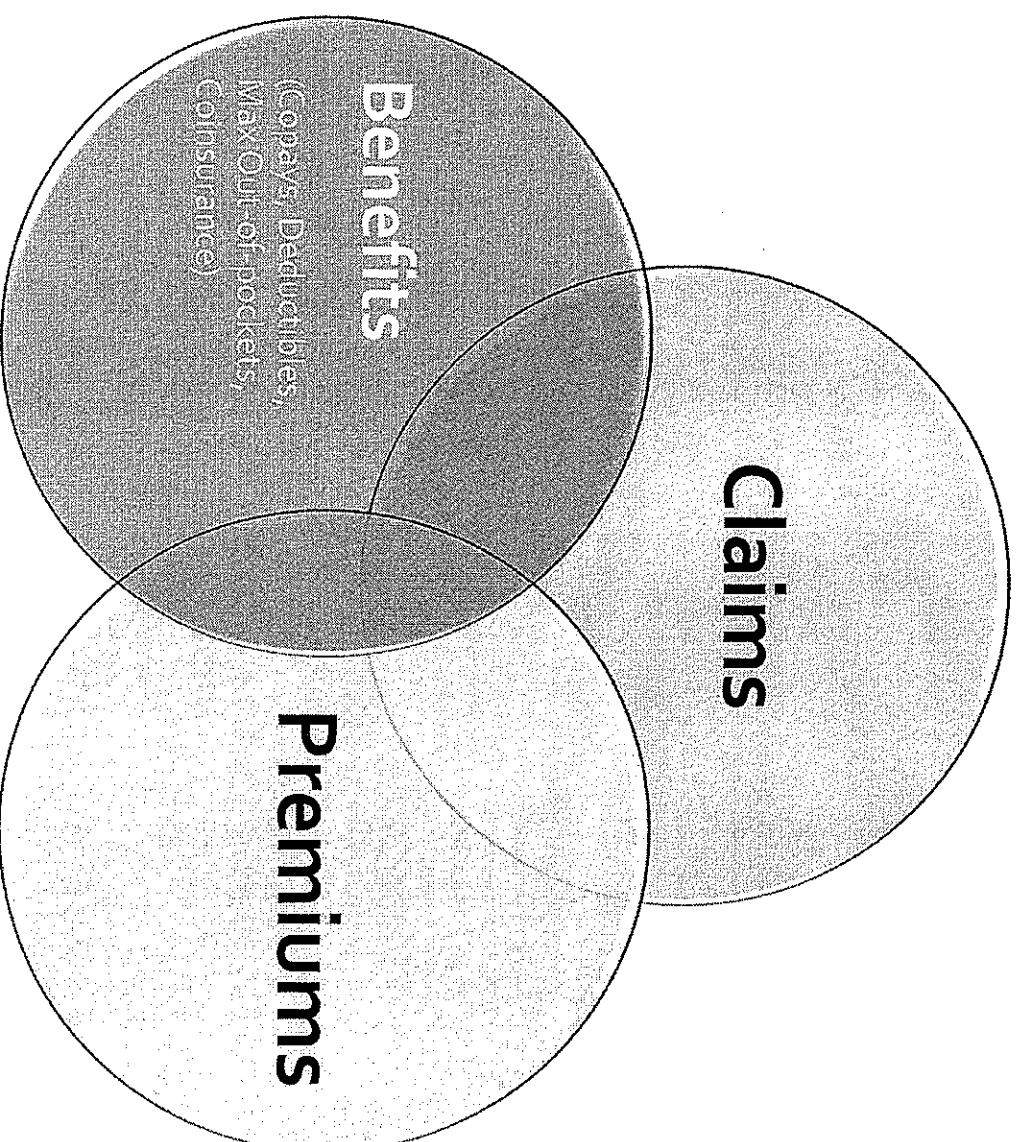
**The District's Response to OESPA's Request to  
Add the Bid Process to Contract Language  
Tuesday, March 7, 2017**

The District has given consideration to your offer to add the Bid Process to the OESPA contract. We respectfully decline this offer because we believe the Bid Process to be just that – a Process – not a contractual requirement. Management must have the flexibility to ensure that the core business of Transportation Services – to safely transport students to and from school in the best, safest most efficient method possible – is accomplished. Continuing the Bid Process in the status quo ensures this flexibility.

# *FMLA*

YEAR	TOTAL FMLA CASES	TOTAL HOURS
2013 – 2014	756	189,581
2014 – 2015	981	227,767
2015 – 2016	1028	280,696

# BENEFIT PLAN DESIGN



# Medical Renewal 2017/2018 - Illustrative Purposes Only

1 2 3 4 5 6

## Plan A - Local Plus (5,349 Employees; 12,149 Members)

	2016/2017	2017/2018	In-Network Benefit Changes
Funding Change 10.9%	Board Contribution	Employee Cost	
No benefit changes			
Employee Only	\$814.60	\$0.00	
Employee + Child(ren)	\$814.60	\$50.00	
Employee + Spouse	\$814.60	\$250.00	
Employee + Family	\$814.60	\$300.00	
			No Benefit Changes

## Plan B - HRA (2,658 Employees; 2,944 Members)

	2016/2017	2017/2018	In-Network Benefit Changes
Funding Change 10.9%	Board Contribution	Employee Cost	
No benefit changes			
Employee Only	\$814.60	\$37.28	
Employee + Child(ren)	\$814.60	\$575.84	
Employee + Spouse	\$814.60	\$804.42	
Employee + Family	\$814.60	\$1,017.70	
			No Benefit Changes

## Plan C - Network Premium (12,471 Employees; 18,243 Members)

	2016/2017	2017/2018	In-Network Benefit Changes
Funding Change 10.9%	Board Contribution	Employee Cost	
No benefit changes			
Employee Only	\$814.60	\$37.28	
Employee + Child(ren)	\$814.60	\$1,165.10	
Employee + Spouse	\$814.60	\$1,373.88	
Employee + Family	\$814.60	\$1,568.68	
			No Benefit Changes

*PR Committee*

Article X.H.3  
Employment Status and Assignment  
Layoff

3. The following procedures shall be used in laying off employees:

a. Employees will be laid off within their position title in the inverse order of their seniority. If employees have the same seniority, the employee to be retained shall be determined by lot.

~~b. As soon as an employee is notified of his/her pending layoff, s/he shall notify his/her supervisor and the Employment Services Department if s/he is interested in being assigned to any other position for which s/he is qualified.~~

eb. Employees identified for layoff shall be placed in vacant positions for which they are qualified. An employee shall be first offered a vacant position at his own school/department and if there are no such vacancies, an offer shall be made for a position in another school/department. Acceptance of a vacant position shall carry no guarantee of the same pay grade, number of hours per day or number of days per year.

ec. The above offering of positions shall be performed in order of greatest seniority in the position titles from which the employee is to be laid off.

bd. As soon as an employee is notified of his/her pending layoff, s/he shall notify his/her supervisor and the Employment Services Department if s/he is interested in being assigned to any other position for which s/he is qualified.

e. No new employees within the affected position titles shall be hired before all employees to be laid off have been offered a position.

f. In the event an affected employee is not offered, or declines, a vacant position, s/he shall be subject to layoff.



Article XIII.B  
Days and Hours

HR Committee

B. Rest Periods and Lunch

21. No employee shall be scheduled to work more than three consecutive hours without a scheduled break.

42. Employees who are scheduled to work at least three and one-half hours per day shall be granted a fifteen-minute paid rest period. Employees who are scheduled to work beyond six hours or more per day shall be granted an additional, separate paid rest period. The rest period shall be scheduled whenever possible, near the middle of a shift. The Board may vary the scheduling of such rest period(s) when, in its opinion, the demands of work require such variance. The length of the break shall be prorated for employees who are scheduled to work more than eight hours per day.

~~2. No employee shall be scheduled to work more than three consecutive hours without a scheduled break.~~

3. Employees who are scheduled to work six or more continuous hours exclusive of the paid rest period shall be scheduled for a non-paid meal break of at least 30 minutes, provided this shall not be applicable to bus operators or monitors who work less than six continuous hours. The meal break shall be scheduled reasonably near the middle of the employee's workday.

4. The Board shall provide a room or private area for use of all employees, during their lunch and break times.

5. School-based employees who support teachers may leave their worksites during lunch upon receiving permission from the principal. Other employees may leave their worksites during lunch at their discretion.

# OESPA-CBLT MEETING

Tuesday, March 7, 2017

9:00 AM - 2:15 PM

TRANSPORTATION SERVICES - PINE HILLS COMPOUND

## SIGN-IN SHEET

PIN	NAME	POSITION TITLE	WL NAME	SUPERVISOR NAME	CONTACT PHONE#
57152	Aimee Jefferson	Sr. Administrator	FMS	Lara Gilbert	2025760
13475	Jim Sengine	Sr. Director	Facilities	John Morris	2025617
98512	Elizabeth Silva	Sr. Manager	Compensation	Theresa Hart-Hills	200-2172
22566	Undeay Bordin	Director	Payroll	D. Concolino	200-4081
8711	Michael Gaudio	Sr. Mgr	ERP/HR	LA Blodmore	200-2124
405127	Jennifer Fowler	Director	env. Compliance	Mike Eugene	203 3939
106789	Warren Davis	Driver	E.R.C	Jeffrey Brice	407-558-1165
10681	Louise Dale	Safety	Transportation	Adam Zosinski	407-963-8864
31694	Lon Cook	Program Coordinator	HR	David Ararito	407-317-3652
11905	Kathleen Maltby	Public Relations			
15371	Krista Bunnell	Public Relations			
99914	Judith Paires	Director	ELC/Budget	Doreen Concolino	200-2482
111375	Beth Curran	Sr. Director Risk	Risk	Doreen Kelly	200 2379
	Ken T. Piquin				



# OESPA-CBLT MEETING

Tuesday, March 7, 2017

9:00 AM - 2:15 PM

TRANSPORTATION SERVICES - PINE HILLS COMPOUND

## SIGN-IN SHEET

PIN	NAME	POSITION TITLE	WL NAME	SUPERVISOR NAME	CONTACT PHONE#
137726	Nolanda Anderson	Infirmary Spec	Allye Leach #500	Julia Hamilton	407-403-1046
106445	Florina Mitchell	Pave	Rock Lake	Robin Brown	407-3451880
33591	Melissa Whitfield	Human Liaison	OESPA		407-298-084
	Shondell Williams	TSR	OESPA	Pat Boyle	
	Ronald Pellard	Oespa President	Oespa Office		
24316	Udilio Vazquez	Custodial Tech	Magic Way	Kevin Ballinger	407-317-3700
99876	Tony Smyrock	Refrigeration Tech	Nyl Maintenance	Mike Laughman	407-692-4464
8649	Norwood Johnson	B.S. T-1	Northeast Area	Mike Laughman	(407) 694-7468
8481	Helen Tyree	School Secretary	OESPA Academic for Excellence	Dr. Andrew Collins	(407) 245-1750
23649	Bernardo Narducci	Timber Creek H.S.	Central Support	Carlos Narducci	407-317-3900
7521	Michele Erickson	Principal	Nekiva HS	Dr. Border	391-297-0351
59409	Suzanne Jackson	Principal	NAMS	Dr. Fritzel	407 9539465
11738	Steve Hecchini	Sec Admin	Titus	Steve Wilson	407-858-3240
18283	William Funder	School-relief Driver	Team Support	Joan Hernandez	407-761-7083

SIGN ONLY ONE SIGN-IN SHEET