**Present: Ryan Cates, Marvin Sullivan, Becky Robinson, Steaed Doehring; Matt Stenger; Eric Manriquez; Cory Moon; Rick Pitts; Kyle Heinze; Roxanne Portner; Sarah Aili; Brian Wills; Jonelle Gressman; Antonino Guerrero; Suzanne Kocurek; Anthony Putz (Intern)**

**APPROVAL OF MINUTES FROM LAST MONTH:**

**The meeting minutes from last month were approved and posted.**

**REFLECTIONS / CELEBRATIONS:**

Recruitment fair next Thursday – 3/28/24

Forced overtime has not been as bad.

**OLD BUSINESS:**

**MANAGEMENT**

**AFSCME:**

1. **Meeting to discuss staff concerns: North Campus and Prairie View:**

BR – can you send a list of the staff that would like to attend, to see what time would work best?

Cory Moon to send the list of staff to Becky, there are about 20 staff including some LPN’s.

1. **Weekend Bonus to include other AFSCME job classes - MOU:**

JG -Can AFSCME leadership draft some language, to review?

Matt Stenger will draft some language for the MOU and send it to Jonelle.

1. **Shift In Progress:**

BR – We are continuing to meet and are working with Ted, to hopefully get something in place before summer, for high volume times.

NOCS is already being offered SIP, we would ask for consistency for all shifts.

BR/BW to talk with Ted.

**4. Hospital Coverage Overtime Sign-Up in ATLAS:**

There are some issues with Atlas when staff turn down Hospital OT/Out of Building OT etc...

BR – Can we prioritize this for the workgroup next month?

Yes, unless there is going to be updates happening in ATLAS before then.

**5. Bonuses: (Retention/Incentives**)

JG – Referral and Hiring Bonuses are in play.

We are asking about retention bonuses and to be included in the discussions. Especially for the Job Classes that did not get wage range reassignments.

JG – will bring this forward to Teri.

**NEW BUSINESS:**

**MANAGEMENT AGENDA ITEMS:**

**1. FMHP: Ironwood Postings/Timelines:**

BR – On 3/13 there were 2 Grove C float pool (12’s) and 2 utility pool (8’s) posted. There will be 3 Lead postings on the 10th. Kevin will be the UD. The population will consist of level of care B, stable patients, likely from Anoka, and we will utilize all the beds.

**2. FMHP: FY25 Direct Care Staffing Plan Updates:**

BR – We are not looking to eliminate any other positions. The alternate scheduling patterns with the 12-hour shifts and the 10-hour shifts resulted in cost savings.

1. **FMHP: Non-Secure Units:**
2. **Lead Positions:**

BR – We are looking to add additional positions in a lead type role (RPL-ish), there is a draft of the position description that is moving forward in the classification process. It will be CERP eligible.

Is a Night RPL being considered?

BR – Yes.

BR – We have requested 9 additional positions reallocated from the Forensic budget, (from the cost savings of the alternate schedule options).

JG – Is this an HSSS position?

BR – Yes, they are non-secure areas.

1. **Alternative Scheduling Pattern Options:**

BR - There will be a survey coming out regarding scheduling patterns/times.

1. **FMHP: Mandatory OT (Inverse) Refusals and Tracking:**

This will be tracked by the fiscal year.

**AFSCME AGENDA ITEMS:**

1. **Work Comp Waiver: (Wellness Activity Waiver)**

There are some concerns about the form being too vague.

JG – This not a waiver for work comp. If there is a work-related injury or illness we will follow DHS Workers’ Compensation Policy.

BR – There is a meeting set up to revise the form. Staff are not being forced to sign the form.

1. **Pulling an RPA For a Week to Clean Sensory Rooms:**

This resulted in cancelled activities, as there is only 1 RPA. Security Counselors had to facilitate some of the classes.

BR – There was no intention to cancel programming for this. The rooms needed to be inventoried and organized. I will talk to Tammy.

1. **Units Losing Weekend Spots:**

Why are weekend spots being pulled? Staff want a piece of the weekend (for retention).

BR – With the mapped out scheduling plans, through attrition, we are down to 1 per unit.

How many Security Counselor PCN’s are there per unit, and what are the Overtime #’s by day of the week?

BR – Will send out the spreadsheet and we can discuss this in the workgroup.

1. **GMW’s Not Having Radio Access on Forest View or Prairie View:**

On Prairie View, there are not enough radios for the unit staff.

BW – I have reached out to the supervisor group regarding PV/FV, there are 2 orders in for Mic’s and batteries. We are looking at reallocating some radios from other areas in the meantime.

Master Control would like a Radio, to be able to monitor incidents at MSOP.

BW – Will discuss this with MSOP management.

1. **Critical Contraband Found on North Campus:**

There were knives found in a cupboard at North campus.

BR – These were disposed of, they were in a locked cupboard, from a cooking class. These types of things will be listed on the Sharps List in the future.

1. **Can We get a Credit Card System to Pay for Parking (Medical Trips/Outings):**

Most of the parking ramps do not take cash anymore, can we get a card to pay for parking?

BR – Will explore some options, consult with MSOP, as they have an imprest card policy already.

1. **CARE MEMO:**

BR – At this point, it is just a proposal. More conversations will need to take place if this moves forward. We are currently collecting ideas/thoughts if this proposal does move forward.

1. **Room Searches:**

There was a patient at PV recently, that was suspected of having drugs, he refused the pat search and went into the bathroom. What do we do in these situations?

BR – We are working on a menu of options for staff, there are variables to consider, such as imminent risk if staff were to go hands on.

1. **Mutuals Being Denied:**

There is a case of staff submitting a mutual a week in advance and it was not reviewed, and it subsequently was denied. There may be a larger issue with ALTAS.

BW – Can you get more details regarding this, and we can meet with Jodi to troubleshoot.